

Benton Franklin Workforce Development Council

DRAFT Regional/Local Workforce Plan



For the period July 1, 2016 to June 30, 2020

Submitted by:

Benton Franklin Workforce Development Council
Todd Samuel, Board Chair
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In Partnership with Chief Local Elected Officials

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SECTION I

Regional Designation

- Workforce Region Name: **Benton-Franklin**
- For each Workforce Development Area Comprising the Workforce Region please list:
 - Workforce Development Area Name and Number: **Benton-Franklin WDA 11**
 - County or Counties Comprising Service Delivery Area: **Benton and Franklin Counties**
 - Fiscal Agent/Entity Responsible for the disbursement of grant funds: **The Benton-Franklin Workforce Development Council**

SECTION II

Regional Component of Plan

This section presents the vision, goals, objectives, and strategies for the workforce development system within the region and addresses the seven required regional planning elements. The plan should articulate strategies that respond to the needs of the regional economy, as identified in the regional analysis. In addition, the plan should align with *Talent and Prosperity for All: The Strategic Plan for Unlocking Washington Workforce Potential*. Accordingly, the plan should encompass selected objectives and strategies to address the state's strategic goals. The information should provide local and state leaders a current picture of the workforce development programs in the region and show what the LWDB in the region plans to do to continually refine and improve that system.

LWDBs are expected to identify problems or opportunities that they will work cross-regionally with one or more other regions to address. LWDBs are asked to identify the current status of their regional and cross-regional work and define where they intend to be at the end of two years and possibly at the end of the four years. The State Board and ESD will look for progress along a continuum in future plan submissions. LWDBs engaged in cross-regional planning should manage coordination among themselves in any manner that makes sense.

The State Board and ESD view regional planning “as a work in progress” and do not assume that newly formed workforce regions will have fully developed strategies for all regional planning elements. LWDB in a planning region are asked to identify the current status of their regional work, and define where they intend to be at the end of two years and possibly at the end of the four-year planning period if they are ready to do so. It is anticipated that LWDBs may be more ready to proceed with some elements of regional planning and implementation than others. The State Board and ESD will be looking for progress along a continuum in future plan submissions.

Each region must provide a response to questions 1 through 7. If responses incorporate attachments, please reference them within the narrative using active hyperlinks or as appendices.

1. Regional analysis. Provide an analysis of regional economic conditions, including:

- A. existing and emerging in-demand industry sectors and occupations, and their employment needs;

Story of two counties;

Franklin County Industry Profile: Total covered employment in Franklin County was 31,842 in 2014, which has grown by 2.3 percent or 702 jobs since 2013. The five-year average annual growth rate of Franklin County covered employment was 2.8 percent. The average annual wage for covered employment in Franklin County was \$35,851 in 2014, an increase of 1.5 percent over the year.

In 2014, according to the BLS Quarterly Census of Employment and Wages, there were 2,744 total establishments in Franklin County. Private establishments provided about 26,019 jobs or 81.7 percent of the total in 2014 and public administration provided 5,823 jobs or 18.3 percent of the total employment in 2014.

Goods-producing industries, which include natural resources, mining, construction and manufacturing, increased in employment from 2013 to 2014 by 1.1 percent, or 128 jobs. Average monthly employment in 2014 was 11,329 workers and annual wages totaled \$371.4 million, which translates to a \$32,783 average annual wage for goods-producing workers.

- 1) Manufacturing increased employment over the year by 6.6 percent or by 212 jobs to 3,436 in 2014, with average annual pay of \$35,641. Manufacturing represented about 10.8 percent of total covered employment.
 - Nondurable goods, which include food, beverage and chemical manufacturing, were 82.6 percent of manufacturing.
 - Durable goods, which include miscellaneous fabricated metal and transportation equipment manufacturing, were 17.4 percent of manufacturing.
- 2) Construction accounted for 5.4 percent of the total average annual employment in the county with 1,734 jobs.
 - The average annual wage in construction was \$46,920 in 2014.
 - Over the year the construction sector increased by 7.2 percent or by 116 jobs. Construction activities are moving forward with new housing developments to accommodate the current demand.

- 3) Agriculture is one of the base industries in the area, representing 19.3 percent of total employment. It is, however, highly seasonal and volatile from year to year.
 - Average annual employment in agriculture in 2014 was 6,159, down by 3.1 percent from 2013.
 - The average annual wage in agriculture was at \$27,209, mainly due to the seasonality of agricultural activities.
 - Crop production represents 63.5 percent of total agriculture, which is largely in non-citrus fruit farming, including apple orchards, grape vineyards and other produce.
 - Support activities shared 26.8 percent of employment, which includes post-harvest crop activity.

Service-providing industries have a 64.4 percent share of Franklin County's total employment. There was an average of 20,513 jobs in this industry, which paid an average annual wage of \$37,544 in 2014. Over the year, service-providing industries increased by 2.9 percent, or by 574 jobs.

- 1) Retail trade is the largest employing private service industry in Franklin County, representing 9.5 percent of total employment and the third largest of all industries after agriculture and manufacturing. Retail trade is a very stable industry and in 2014 this industry had an average of 2,989 jobs, which paid an average annual wage of \$31,059.
- 2) Healthcare and social assistance employment in the private sector was 2,709 jobs, which represented about 8.5 percent of total employment in 2014. The average annual wage in this industry was \$32,124.
- 3) Public administration is the largest service-providing industry in Franklin County with an 18.3 percent share of total employment. This industry had an average annual employment of 5,823 in 2014. It paid an average annual wage of \$45,806. The largest share of employment in this industry is in local school administration, providing services to youth.

Benton County Industry Profile: Total covered employment in Benton County was 80,066 in 2014, an increase of 2.2 percent or 1,695 jobs since 2013. The average annual wage for covered employment in Benton County was \$49,799 in 2014, an increase of 1.4 percent from the average annual wage of \$49,121 in 2013. In 2014, according to the BLS' Quarterly Census of Employment and Wages, there were 5,488 total establishments in the county.

Goods-producing industries, which include natural resources, mining, construction and manufacturing, decreased in employment from 2013 to 2014 by 3.7 percent, or 518 jobs. Average monthly employment in 2014 was 14,332 workers and annual

wages totaled \$594.2 million, which translates to a \$41,455 average annual wage for goods-producing workers.

- 1) The manufacturing industry gained employment over the year, growing by 3.2 percent. The averaged employment was at 4,218 jobs in 2014, with average annual pay of \$51,165. Manufacturing represented 5.3 percent of total covered employment in Benton County.
- 2) Construction accounted for 5.3 percent of the total average annual employment in the county with 4,218 jobs.
 - The average annual wage in construction was \$55,544 in 2014 up by 0.6 percent from year before.
 - Construction employment in the county increased for the second year in a row, with a 1.5 percent change over the year. Construction employment is recovering after the 2012 decline due to large layoffs from Hanford Nuclear Reservation.
- 3) Agriculture is one of the base industries in the area, representing 7.3 percent of total employment. It is, however, highly seasonal and volatile from year to year.
 - Average annual employment in agriculture in 2014 was 5,870, up by 5.8 percent from 2013. Nonetheless, agriculture has shown a 3.7 percent average annual growth rate over the past five years.
 - The average annual wage in agriculture was \$23,421, mainly due to the seasonality of agricultural activities. Average annual wage has increased by 3.8 percent over the year.
 - Crop production represents 78.5 percent of total agriculture, which is largely in non-citrus fruit farming, including apple orchards, grape vineyards and other produce.
 - Support activities shared 20.4 percent of employment, which includes post-harvest crop activity.

Service-providing industries are a major share (82.1 percent) of the county's economy. There was an average of 65,734 jobs, with increase of 1.8 percent, or by 1,177 jobs. Service-providing industries paid an average annual wage of \$51,619 in 2014, up by 1.8 percent over the year.

- 1) The real estate industry increased by 9.9 percent over the year, moving right along with local housing demand and construction activities. Employment in this industry was at 1,047 in 2014, with average annual wage of \$24,394.
- 2) The wholesale trade industry employed 1,204 in 2014 and makes up 1.5 percent of total employment. Average annual wage in this industry was at \$51,300 in 2014.

- 3) The finance and insurance industry sector provided on average 1,887 jobs for the workforce. Average annual wage for this industry was at \$56,994, which makes it one of the top paying industries in the area.
- 4) The administrative and support and waste management and remediation industry sector in Benton County represented 11.3 percent of total employment.
 - Average employment in this sector was 9,391 in 2014, with average annual wages of \$74,476.
 - The primary employing industry is waste management and remediation services.
- 5) The professional, scientific and technical services industry is the largest private industry in Benton County with an 11.7 percent share of total employment.
 - This industry had an average annual employment of 9,391, with the highest average annual wage of \$89,648 in 2014.
 - Over the year, this industry increased by 1.1 percent.
- 6) Retail trade is the third largest employing industry in Benton County, representing 11.2 percent of total employment.
 - In 2014, this industry had an average of 8,993 jobs and paid an average annual wage of \$26,366.
- 7) Healthcare and social assistance employment in the private sector was 10,232 jobs, which represented about 12.8 percent of total employment in 2014 and the second largest industry cluster in the county.
 - The average annual wage in this industry was \$41,648.

For the Benton and Franklin Counties region the following are combined statistics:

a) Existing industries

- i. Agriculture** at 10.7% of total employment
- ii. Retail trade** at 10.7% of total employment
- iii. Health care and social assistance** at 11.6% of total employment
- iv. Government (includes public education and health care)** at 16.2% of total employment
- v. Professional and business services** at 17.9 % of total employment

b) Emerging industries

- i. **Real estate and rental and leasing** at 2.3% growth a year from 2009 to 2014
- ii. **Manufacturing** at 2.5% growth a year from 2009 to 2014
- iii. **Accommodation and food services** at 2.8% growth a year from 2009 to 2014
- iv. **Wholesale trade** at 3.8% growth a year from 2009 to 2014 a year
- v. **Educational services (private)** at 10.0% growth a year from 2009 to 2014

c) **Existing occupations with highest concentrations when compared to the state and the nation. (Estimates based on projections of 2013 to 2023 or 10 year).**

- i. **Sales and Related Occupations** with concentration of 10.6% and 13,057 workers, with average annual openings at 173 or 1.3%.
- ii. **Farming Occupations** with concentration of 9.1% and 11,170 workers, with average annual openings at 55 or 0.5%.
- iii. **Construction and Extraction Occupations** with concentration of 6.2% and 7,560 workers, with average annual openings at 227 or 2.7%.
- iv. **Architecture and Engineering Occupations** with concentration of 4.4% and 5,439 workers, with average annual openings at 106 or 1.9%.
- v. **Installation, Maintenance, and Repair Occupations** with concentration of 3.9% or 4,803 workers, with average annual openings at 81 or 1.6%.
- vi. **Life, Physical, and Social Sciences Occupations** with concentration of 2.7% or 3,354 workers, with average annual openings at 43 or 1.5%.

d) **Emerging and growing occupations**

- i. **Healthcare Practitioners and Technical Occupations** with average annual growth rate for 10 years estimated at 2.6% or 1,470 occupations.
- ii. **Healthcare Service Occupations** with average annual growth rate for 10 years estimated at 2.7% or 793 occupations.
- iii. **Construction and Extraction Occupations** with average annual growth rate for 10 years estimated at 2.7% or 2,273 occupations.
- iv. **Building and Grounds Cleaning and Maintenance Occupations** with average annual growth rate for 10 years estimated at 2.2% or 1,270 occupations.

- v. **Education, Training, and Literacy Occupations** with average annual growth rate for 10 years estimated at 1.9% or 1,511 occupations.
- vi. **Computer and Mathematical Occupations** with average annual growth rate for 10 years estimated at 2.1% or 435 occupations.

B. Demographic characteristics of the current workforce, including the educational and literacy levels, with emphasis on youth, adults in transition, and individuals with disabilities. Describe how the local area's demographics are changing and the planning implications for the anticipated workforce of the future;

Demographic characteristics of the current workforce

- 1) Benton and Franklin Counties total population 16 years and over was at 196,930, of which about 128,279 or 65.1% was participating in labor force. Of those participating in labor force 118,084 or 60.0% are employed and 10,195 or 7.9% are unemployed. According to the Bureau of Labor Statistics, 2014 annual estimates.
- 2) Unemployment rate for those **16 years to 24 years old** was at 17.5%, **25 years to 64 years old** unemployment rate was at 5.4%, and for those **65 years and older** unemployment rate was at 7.9% in 2014.
- 3) Labor force participation rate by age group was highest for those **25 years to 64 years old** at 75.6%, while **youth participation (16 years to 24 years old)** was at 54.6% and for those 65 years old and over participation was at 13.2%.
- 4) Hispanics or Latino population 16 years and over make up 24.7% of total with participation rate at 69.4% which is higher than for 68.9% of white alone 16 years and older population with 63.1% participation rate.
- 5) Gender participation is different depending on age group, however as a total, **male workforce** participate at 83.8%, which is higher than **female workforce** participation at 69.4%.
- 6) It was estimated that 19,093 people 16 years and older are **below poverty level** in 2014, with labor force participation at 56.4% and unemployment rate at 18.7%.
- 7) An estimated 14,895 people 16 years and older are with any type of disability. Participation rate for those with disabilities was at 43.6%, with unemployment rate at 12.4%.
- 8) Benton and Franklin Counties hosts a **25 to 64 years of age** populations of over 134,990, with labor force participation rate at 77.0% and unemployment rate at 5.9%.

- 9) Of those 25 to 64 years of age, more education means more labor force participation, less education means higher unemployment rate.
- 10) For those 25 to 64 years of age with **less than high school diploma**, labor force participation rate was at 69.5%, with unemployment rate at 9.5%.
- 11) While for those 25 to 64 years of age with **Bachelor's degree or higher**, labor force participation rate as at 84.4%, with unemployment rate at 2.8%.

Population 16 years and older literacy levels

- 1) From U.S Department of Education, we look at 2003 estimates and it shows that 9% in Benton County and 34% in Franklin County are lacking Basic Prose Literacy Skills. Those lacking Basic Prose Literacy Skills include those who scored below basic in prose and those who could not be tested due to language barriers.
- 2) Franklin County had the highest percent of population in the state, who are lacking Basic Prose Literacy Skills at 34%.

Youth employment trends

- 1) At the end of June in 2015, Benton and Franklin Counties youth employment (14 to 24 years of age) was at 13,653.
- 2) Half of the youth in Benton and Franklin Counties were employed in either the retail trade; or accommodation and food services. These industries are primarily entry level occupations with basic requirements of knowledge, abilities and skills.
- 3) Third highest industry that employs youth in the area was agriculture with over 7% share. In terms of occupations we can see that they will be related to the industries with most concentration of jobs. Some of those occupational groups include sales occupations, services occupations and office and administrative support occupations.
- 4) Youth participation rate was at 54.6%, summer tends to be the time when the largest number of high school and college students search for or take summer jobs. At the same time many college graduates enter the labor market to look for and start their careers.
- 5) Most of the time 16 to 24 years old were not in the labor force because of school. Other reasons for not participating in labor force include family matters, disability or illness.
- 6) In most recent years youth participation rate has been declining mainly because of social shifts in businesses ability and willingness to offer youth jobs, internships and apprenticeships. More notably is that youth participation

has been in decline since early 1990's, which has shifted society focus as well as new industry development to different workforce development needs.

Adults in transition (Ex-offenders)

- 1) Services to adults in transition is part of a development strategy to improve the basic skills, English language proficiency, employability, and credential attainment of the adults in transition and the other workforce.
- 2) Benton and Franklin Counties had total of 2,364 people housed in institutions; state prison at 1,445, local jails and other municipal confinement facilities 841, correctional residential facilities at 29, and juvenile facilities at 42, this is per 2010 census counts.
- 3) The Bureau of Justice Statistics estimated that in 2014, 70 million U.S. adults had an arrest or conviction record. According to Washington State Department of Corrections.

Benton and Franklin Counties population with disabilities

- 1) As estimated by U.S. Census Bureau, Benton and Franklin Counties population reached 279,116 in 2015, with an increase of 1.7% over the year and 10.2% from 2010 Census estimate.
- 2) Total population change was an increase of 25,776 from 2010 to 2015. The majority of growth (53.0%) was from natural increases, and domestic migration (37.2%).
- 3) Data available for disability characteristics for 2014, shows that 28,361 people are with disability, nearly 10.8% of the Benton and Franklin counties general population.
- 4) White alone population had 13.2% disability rate when compared to Hispanic or Latino at 5.3% disability rate.
- 5) Male population tends to be disabled at higher rate (11.1%), than the female population (10.4%).
- 6) Population that is most likely to be in workforce, 18 to 64 years, has disability rate of 9.8%.
- 7) Looking at the employment status characteristics in 2014, it shows that 193,643 people were over the age of 16. Of that, 25,960 were with disabilities and 167,683 with no disabilities.
- 8) For those 16 years and older with disabilities employment rate was at 24.8% or 6,435 and not in labor force, 71.4%.

- 9) Individuals with disabilities are most likely to be employed in sales and office occupations (25.8%) and management, business, science, and arts occupations (24.9%).
- 10) Industries that hire individuals with disabilities tend to be services industries with educational services, health care and social assistance leading with 17.2% employment, followed by retail trade at 14.4%. Finance and insurance, and real estate and rental and leasing industries with 13.5% employment of individuals with disabilities.
- 11) Majority of those employed with disabilities tend to be educated with high school diploma (31.3%) and up to two year associate's degree (34.7%).
- 12) Median earnings for those with disabilities were at \$24,660, which is below those without disabilities at \$31,047.
- 13) Population with disabilities 16 years and over was at 19.9% below 100 percent of the poverty level, compared to the rest at 11.5%.

In-migration for Benton and Franklin Counties

- 1) In-migration has defined the population growth since 1940's, but most notably since 2006. Migration to the local area or elsewhere is defined as the movement of people from one location to another permanent place of residence. The reasons why people migrate tend to be associated to an area's healthy economic status, family and associations, social structure stability and most often good year-round weather conditions.
- 2) According to the latest figures from the American Community Survey, 11,638 people migrated into Benton and Franklin Counties in five year time period from 2010 to 2015, which is on average 2,300 newcomers a year.
- 3) Most of the migration is domestic, within the country and within the state borders. The area attracted residents from almost all 50 states, but primarily from California, Oregon, Arizona, Idaho, Nevada, Michigan and Texas.
- 4) Race and Hispanic or Latino origin data shows that around 29.3% of residents, with the highest concentration in the state, are Hispanic or Latino origin.
- 5) Roughly 38,582 or 14.7% local residents were either foreign-born naturalized U.S. citizens or foreign-born non-citizens.
- 6) One of the characteristics of foreign-born population 25 years and over is they have less than high school education rate at 52.9% compared to 7.7% for native-born population. Also, 28% of people in the area speak language other than English.

- 7) Labor force participation rate is higher among those who are foreign-born residents at 69.6% compared to native-born residents at 63.2%.
- 8) Majority of all foreign-born residents are employed in natural resources, construction, and maintenance occupations at 33.4% and productions, transportation, and material moving occupations at 22.1%.
- 9) Industry sectors that hire the most foreign-born population include agriculture (30.3%), manufacturing (15.0%), educational services, and health care and social assistance (11.5%), and professional, scientific, and management, and administrative and waste management services (9.3%).
- 10) Median household income for foreign-born population was at \$42,110 compared to native-born at \$62,704. Foreign-born households had 1.62 workers, while native-born had 1.2 workers.
- 11) About 25% of foreign-born residents were below 100 percent of the poverty level, compared to 14% for native residents. Also, it was estimated that about 33.1% of foreign-born resident households were receiving Food Stamp/SNAP benefits compared to that 13.7% for native residents.

Wage and Income

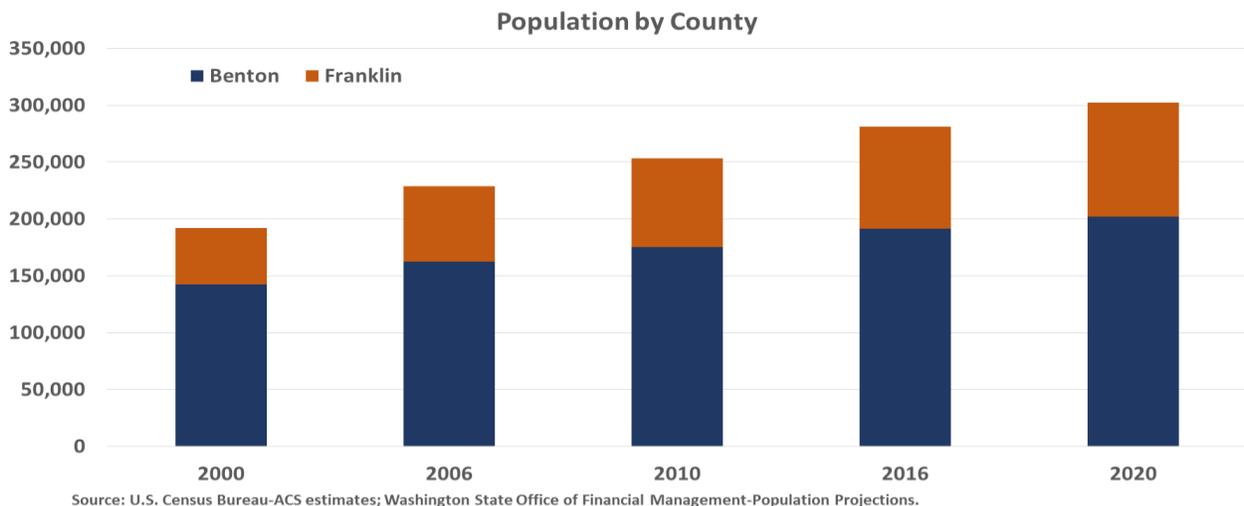
1) Wages

- a) In 2014, there were 80,066 jobs in Benton County covered by unemployment insurance, with a total payroll of over \$4.0 billion.
- b) The average annual wage was \$49,799 in 2014 for Benton County while the state was at \$55,003 third highest in the state. The median hourly wage in 2013 was \$21.16, below the state's median hourly wage of \$22.09.
- c) In 2014, there were 31,842 jobs in Franklin County covered by unemployment insurance, with a total payroll of over \$1.10 billion.
- d) The average annual wage was \$35,851, well below the state's average annual wage of \$55,003. The median hourly wage in 2013 was \$15.61, below the state's median hourly wage of \$22.09.

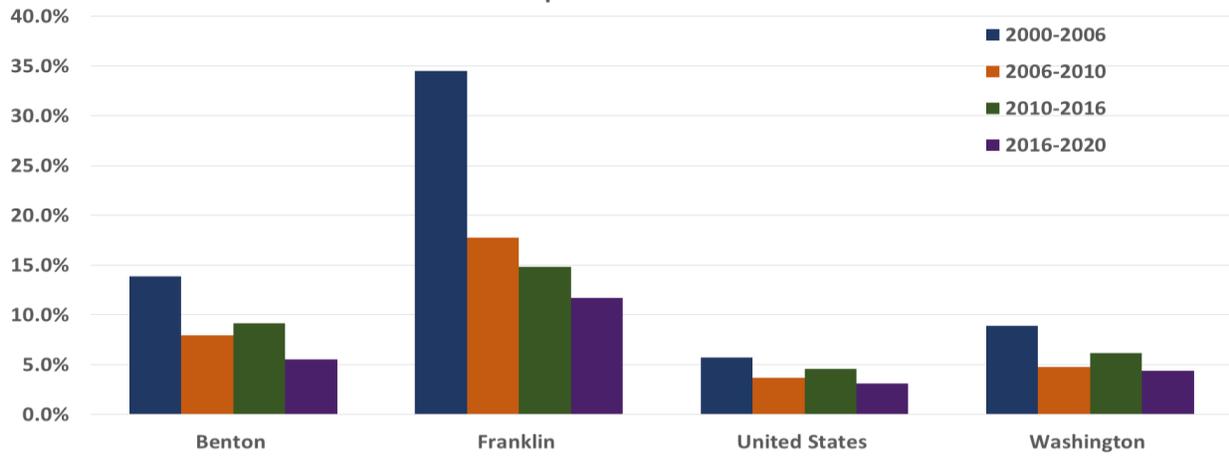
2) Personal income

- a) Personal income includes earned income, investment income, and government payments such as Social Security and Veterans Benefits. Investment income includes income imputed from pension funds and from owning a home. Per capita personal income equals total personal income divided by the resident population.

- b) In 2013, Benton County’s personal income totaled \$7.7 million and per capita personal income was \$41,746, less than the state (\$47,717) and the nation (\$44,765).
- c) According to the U.S. Census Bureau QuickFacts, the median household income was \$60,485 from 2009-2013. The county’s median was slightly more than that of the state (\$59,478) during the same period.
- d) Benton County’s poverty rate of 12.8 percent is below Washington State’s rate of 13.4 percent and the nation’s rate of 15.4 percent in 2013, according to U.S Census Bureau QuickFacts.
- e) In 2013, Franklin County’s personal income totaled \$2.6 million, which translates into a \$30,534 per capita personal income. Franklin County’s per capita personal income was 36.0 percent less than the state (\$47,717) and 31.8 percent less than the nation (\$44,765).
- f) According to the U.S. Census Bureau QuickFacts, the median household income was \$57,890 in 2014. The county’s median was less than that of the state (\$61,366) during the same period.
- g) Franklin County’s poverty rate of 17.8 percent was higher than Washington State’s rate of 13.2 percent and the nation’s rate of 15.5 percent in 2014, according to U.S Census Bureau QuickFacts.

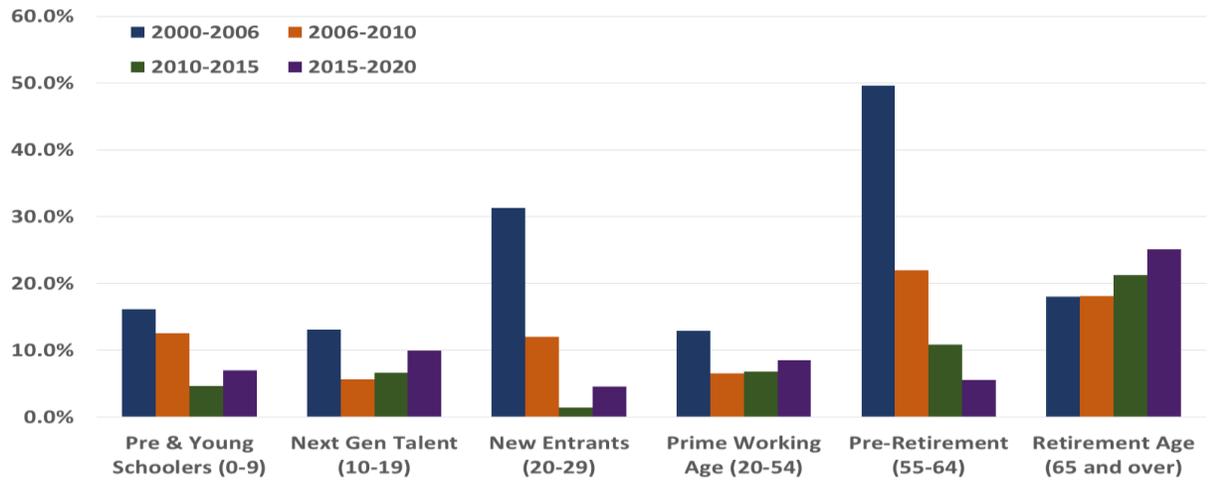


Population Growth



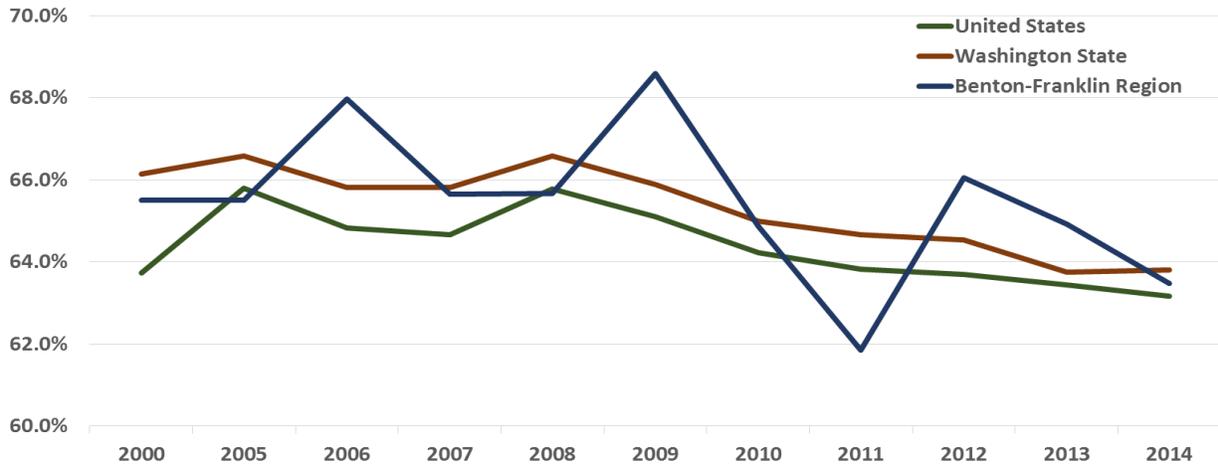
Source: U.S. Census Bureau-ACS estimates; Washington State Office of Financial Management-Population Projections.

Change in Population by Age Cohort and Time



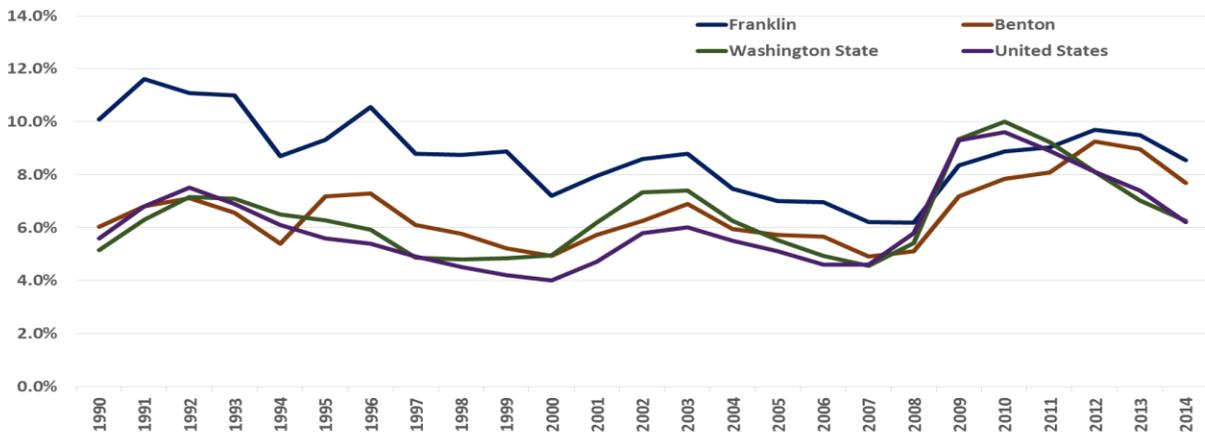
Source: U.S. Census Bureau-ACS estimates; Washington State Office of Financial Management-Population Projections.

Labor Force Participation Rate



Source: U.S. Census Bureau-ACS Estimates; U.S. Bureau of Labor Statistics-LAUS Estimates

Resident Unemployment Rate



Source: U.S. Census Bureau-ACS Estimates; U.S. Bureau of Labor Statistics-LAUS Estimates

Poverty Rate: Total

	1999	2006	2007	2008	2009	2010	2011	2012	2013	2014
U.S.	13.2%	13.3%	13.0%	13.3%	14.3%	15.3%	15.9%	15.9%	15.8%	15.5%
State	11.3%	11.8%	11.4%	11.4%	12.3%	13.4%	13.9%	13.5%	14.1%	13.2%
Benton	10.3%	13.9%	11.0%	14.8%	11.0%	12.9%	10.5%	13.4%	13.4%	15.6%
Franklin	26.2%	37.2%	21.8%	26.8%	25.6%	24.2%	43.4%	24.3%	23.5%	26.1%

Source: U.S. Census Bureau-ACS Estimates

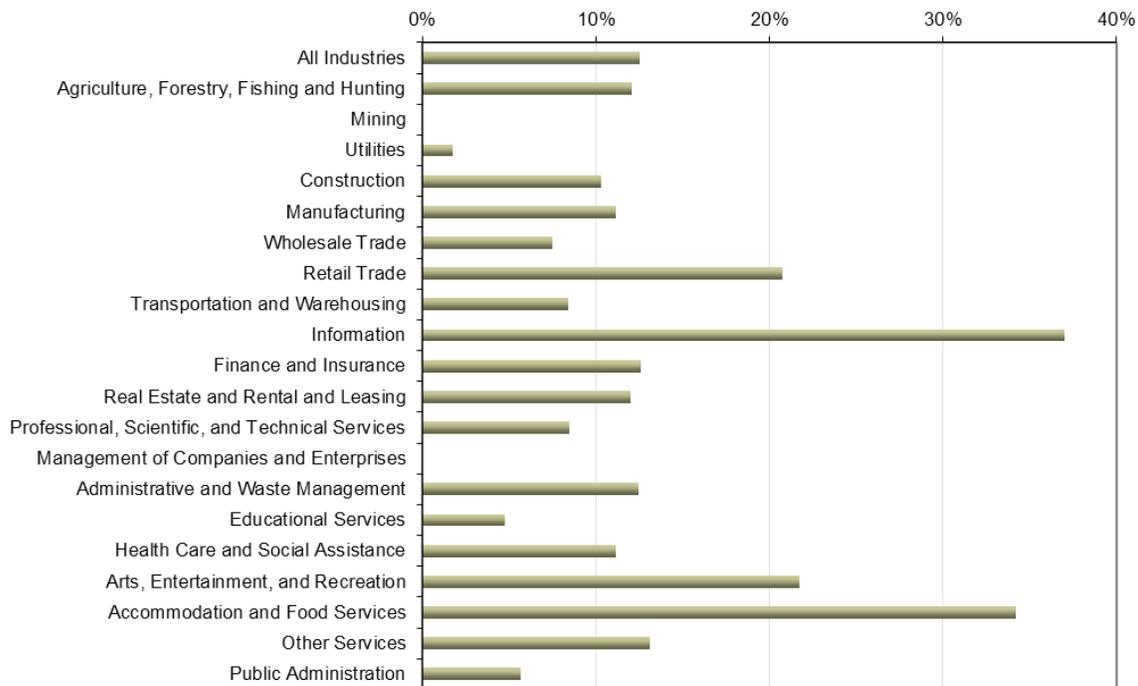
Median Household Income-Adjusted for Inflation to 2014 Constant Dollars										
	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
U.S.	\$54,684	\$55,804	\$57,012	\$56,729	\$54,794	\$53,715	\$52,905	\$52,815	\$52,995	\$53,657
State	\$58,256	\$60,563	\$62,463	\$63,325	\$61,697	\$59,709	\$59,540	\$59,192	\$59,237	\$61,366
Benton	\$61,274	\$58,380	\$57,826	\$59,722	\$62,688	\$64,147	\$64,626	\$59,399	\$59,838	\$58,093
Franklin	NA	\$48,854	\$54,447	\$47,973	\$52,245	\$55,229	\$51,516	\$56,950	\$57,438	\$57,890

Source: U.S. Census Bureau-ACS Estimates

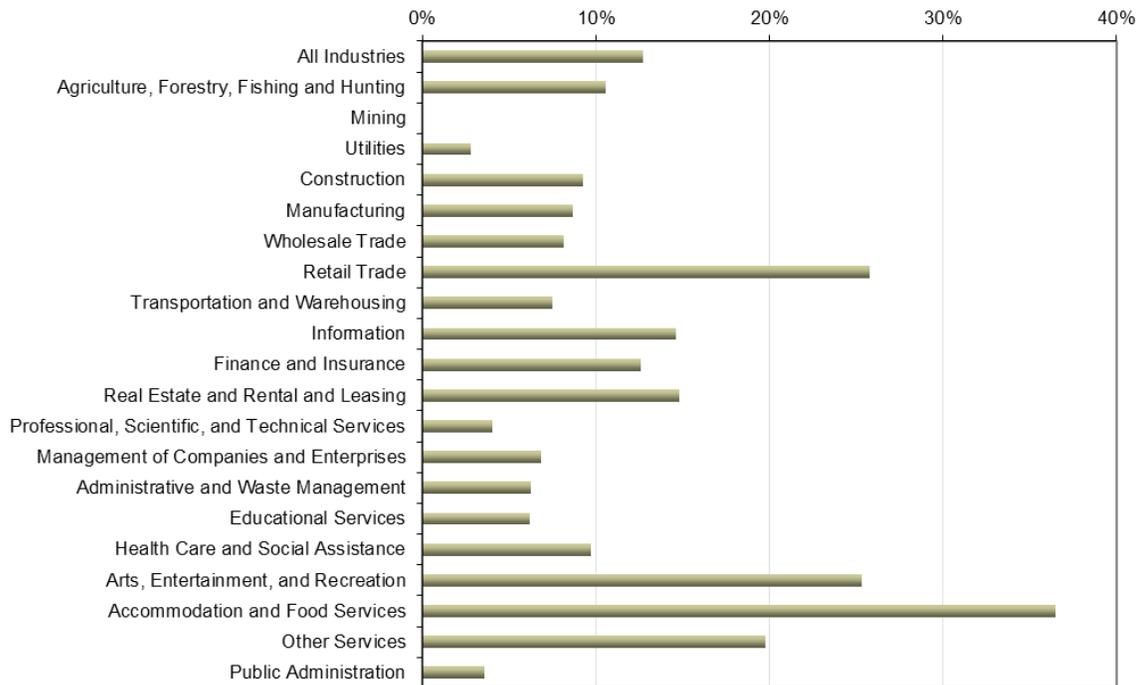
Occupational Estimates and Projections-Short (5-year) and Long (10-year)													
Occupational title	Estimated employment 2013	Estimated employment 2018	Estimated employment 2023	Average annual growth rate 2013-2018	Average annual growth rate 2018-2023	Average annual opening due to growth 2013-2018	Average annual opening due to growth 2018-2023	Average annual total openings 2013-2018	Average annual total openings 2018-2023	Total 2013-2023	Total% 2013-2023	Growth 2013-2023	Growth % 2013-2023
Construction and Extraction Occupations	7,433	8,883	9,706	3.6%	1.8%	287	164	421	321	2,273	2.7%	451	6.1%
Office and Administrative Support Occupations	13,665	14,915	15,964	1.8%	1.2%	251	189	542	511	2,199	1.5%	440	3.2%
Sales and Related Occupations	12,934	13,983	14,659	1.6%	0.9%	207	133	626	512	1,725	1.3%	340	2.6%
Food Preparation and Serving Related Occupations	8,388	9,345	10,090	2.2%	1.5%	190	149	562	435	1,702	1.9%	339	4.0%
Transportation and Material Moving Occupations	8,460	9,389	9,972	2.1%	1.2%	187	117	388	339	1,512	1.7%	304	3.6%
Education, Training, and Library Occupations	7,269	8,065	8,780	2.1%	1.7%	153	141	314	326	1,511	1.9%	294	4.0%
Healthcare Practitioners and Technical Occupations	5,004	5,855	6,474	3.2%	2.0%	168	123	272	263	1,470	2.6%	291	5.8%
Management Occupations	6,768	7,499	8,039	2.1%	1.4%	146	107	285	281	1,271	1.7%	253	3.7%
Building and Grounds Cleaning and Maintenance Occupations	5,122	5,790	6,392	2.5%	2.0%	134	120	240	252	1,270	2.2%	254	5.0%
Architecture and Engineering Occupations	5,041	5,621	6,106	2.2%	1.7%	115	97	242	248	1,065	1.9%	212	4.2%
Business and Financial Operations Occupations	5,153	5,712	6,156	2.1%	1.5%	111	88	214	214	1,003	1.8%	199	3.9%
Installation, Maintenance, and Repair Occupations	4,820	5,327	5,631	2.0%	1.1%	99	60	217	192	811	1.6%	159	3.3%
Healthcare Support Occupations	2,578	3,003	3,371	3.1%	2.3%	84	72	133	137	793	2.7%	156	6.1%
Personal Care and Service Occupations	4,517	4,885	5,282	1.6%	1.6%	73	79	168	180	765	1.6%	152	3.4%
Production Occupations	5,041	5,476	5,711	1.7%	0.8%	81	41	209	180	670	1.3%	122	2.4%
Farming, Fishing, and Forestry Occupations	10,605	10,994	11,161	0.7%	0.3%	79	33	392	345	556	0.5%	112	1.1%
Life, Physical, and Social Science Occupations	2,737	2,975	3,175	1.7%	1.3%	45	39	126	129	438	1.5%	84	3.1%
Computer and Mathematical Occupations	1,910	2,172	2,345	2.6%	1.5%	52	33	83	74	435	2.1%	85	4.5%
Protective Service Occupations	2,357	2,500	2,645	1.2%	1.1%	28	29	108	96	288	1.2%	57	2.4%
Arts, Design, Entertainment, Sports, and Media Occupations	1,365	1,503	1,629	1.9%	1.6%	27	24	61	61	264	1.8%	51	3.7%
Community and Social Service Occupations	1,250	1,393	1,508	2.2%	1.6%	28	23	58	58	258	1.9%	51	4.1%
Legal Occupations	383	415	452	1.6%	1.7%	6	7	14	15	69	1.7%	13	3.4%

Source: Washington Employment Security Department, Labor Market and Economic Analysis Branch

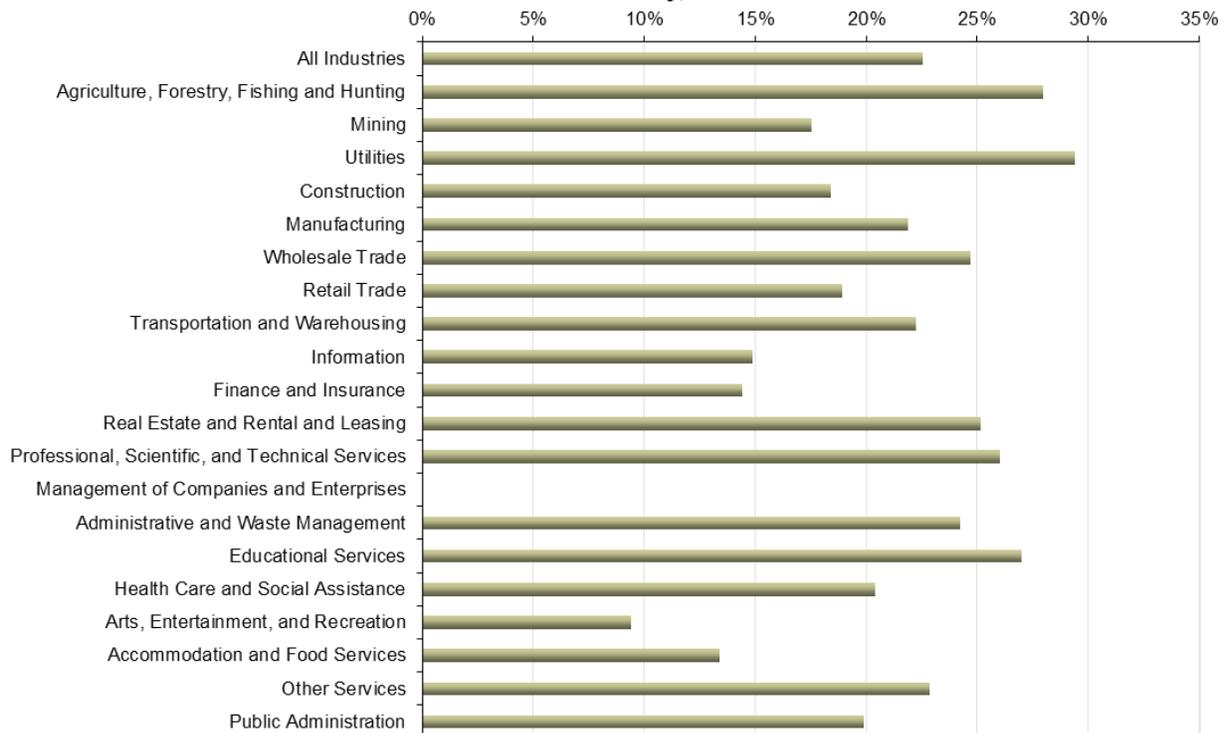
Percent of Jobs Held by Workers Age 16-24 Franklin County, 2014



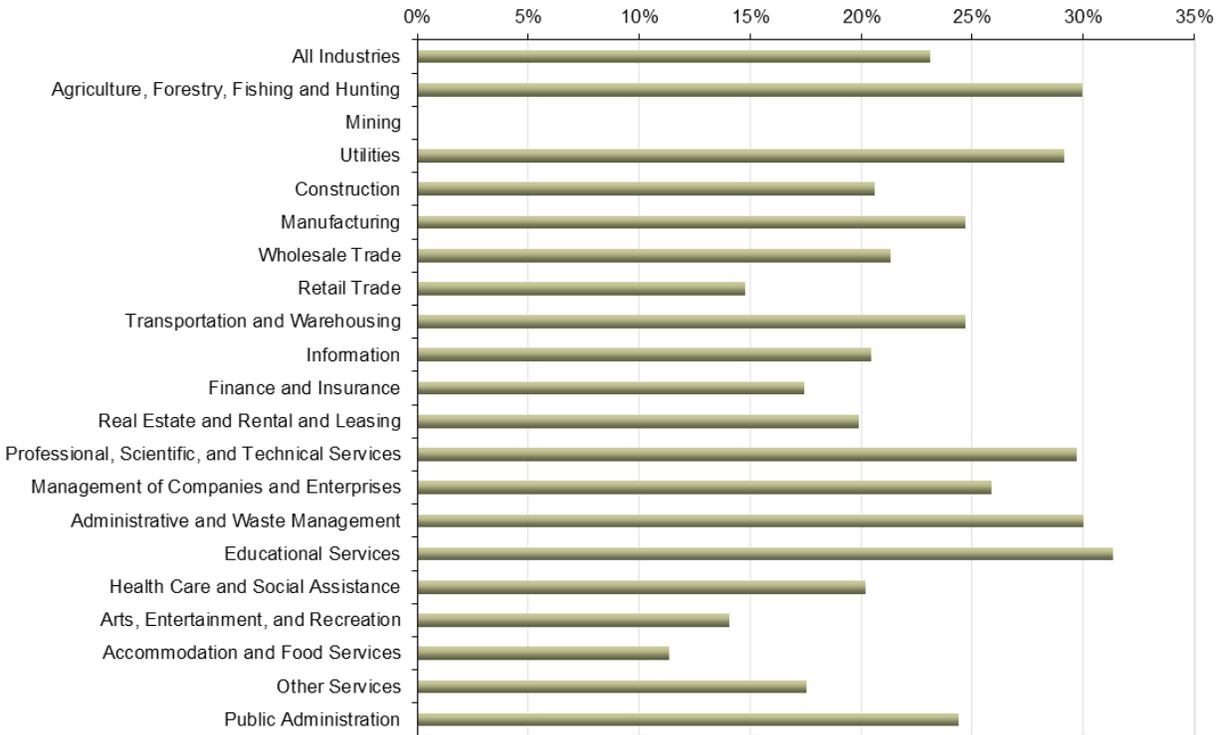
**Percent of Jobs Held by Workers Age 16-24
Benton County, 2014**



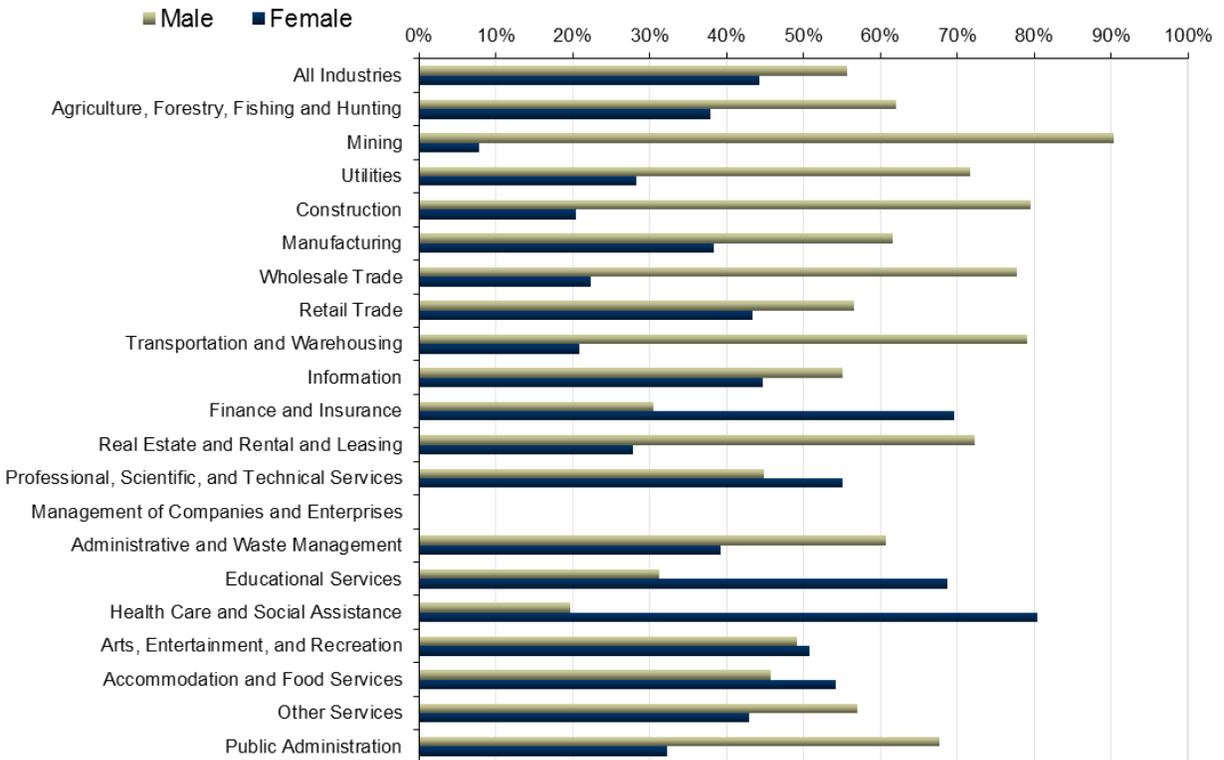
**Percent of Jobs Held by Workers Age 55+
Franklin County, 2014**



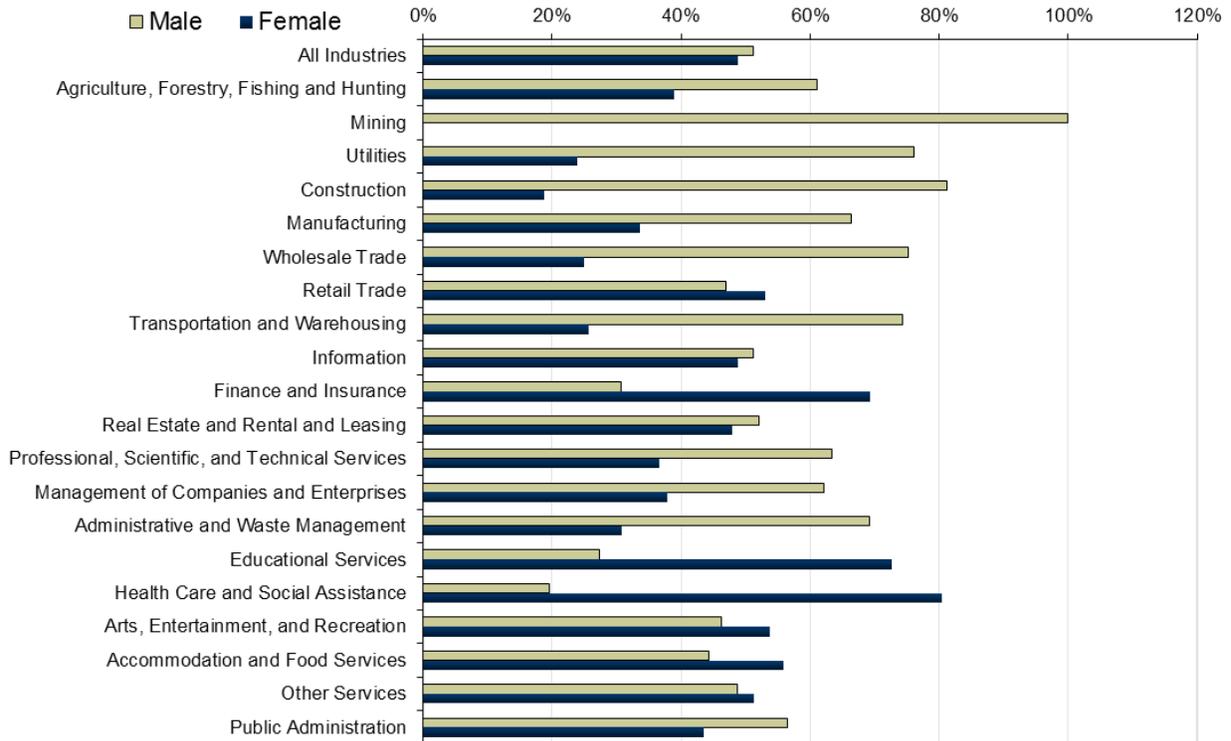
Percent of Jobs Held by Workers Age 55+ Benton County, 2014



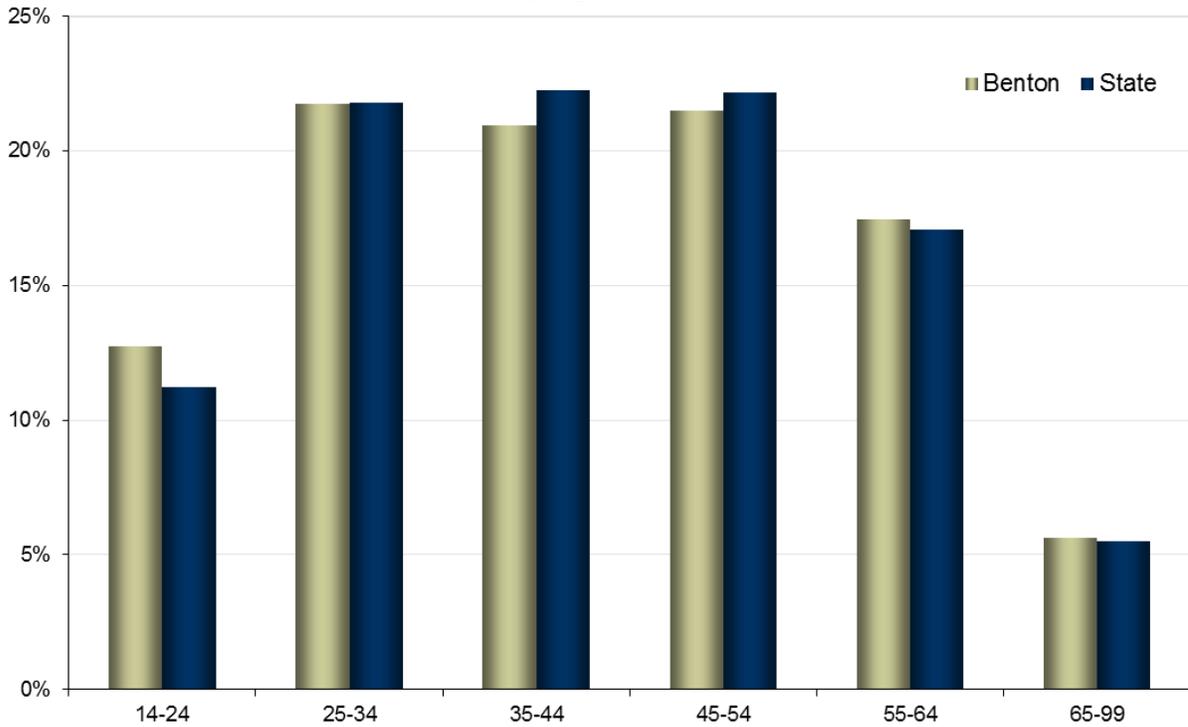
Percent of Industry Jobs by Sex, Franklin County 2014



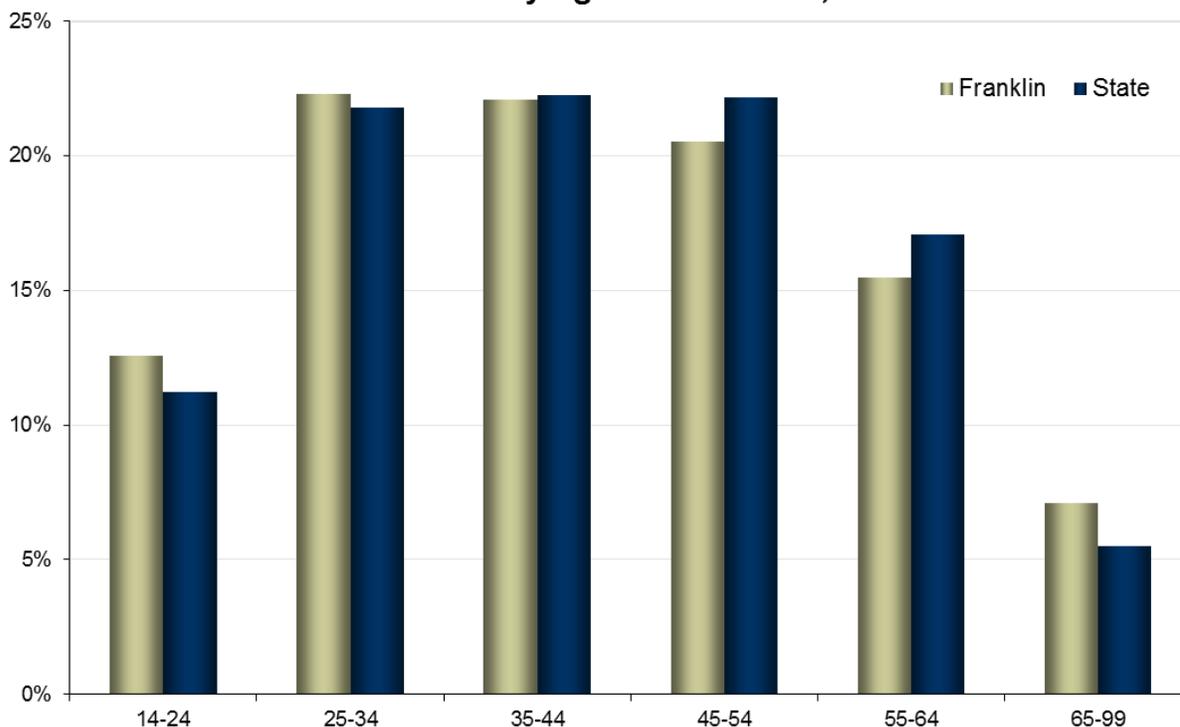
**Percent of Industry Jobs by Sex, Benton County
2014**



Percent of Jobs by Age of Jobholder, 2014



Percent of Jobs by Age of Jobholder, 2014



Geography	Cumulative Estimates of the Components of Population Change							Annual Estimates of the Components of Population Change						
	April 1, 2010 to July 1, 2015							July 1, 2014 to July 1, 2015						
	Total Population Change [1]	Natural Increase	Vital Events		Net Migration			Total Population Change [1]	Natural Increase	Vital Events		Net Migration		
			Births	Deaths	Total	International [2]	Domestic			Births	Deaths	Total	International [2]	Domestic
Kennewick-Richland, WA Metro Area	25,776	13,640	22,249	8,609	11,638	2,049	9,589	4,647	2,516	4,230	1,714	1,941	473	1,468

C. Knowledge and skills needed to meet the employment needs of the employers in the region, including employment needs in in-demand industry sectors and occupations;

Comprehensive analysis of the collected data about knowledge and skills (See B above) needed to meet the employment needs of employers in the region is just one facet of the strategy that the Benton-Franklin Workforce Development Council will use to align service delivery with community needs.

Economic data has to be aligned with direct employer feedback to accurately identify the true needs of knowledge and skills within the community and develop specific service delivery systems and career pathways that will bridge the gap between the data and the true needs. An example would be that the economic data may reflect an abundance of welders in the local workforce but feedback from the employers may identify that a general welder may not qualify for the positions because a specific type of welding and certification is needed. Properly aligning the workforce system

resources and strategizing the services could include connecting welders with the employment opportunities coupled with a short term training that upgrades skills and certifications to include the specific needs of employers.

Local strategies will be getting very specific in identifying the true needs through the analysis of labor market data and employer feedback to affect real alignment of the workforce system with training providers and employer needs.

- D. Analysis of the workforce in the region, including current labor force employment/unemployment data, labor market trends, and the educational and skill levels of the workforce in the region, including individuals with barriers to employment;

(See B above)

- E. Analysis of the workforce development activities (including education and training) in the region, including an analysis of the strengths and weaknesses of such services, and the capacity to provide such services, to address the identified education and skill needs of the workforce and the employment needs of employers in the region;

(See C above)

Note: The regional labor market analysis should provide the framework for the development of goals, objectives, and strategies in the region and also for cross-regional strategies. Plan writers are encouraged to review information on the state's economy and workforce in the state's strategic plan for workforce development.

- 2. Regional Sector Strategies.** Identify which in-demand industry sector(s) or occupation(s) the region is serving and why. For each in-demand sector or occupation, use the Sector Partnership Framework (Attachment A) to describe the current status of regional collaboration in support of the sector/occupation, and identify anticipated next steps and timelines for at least the first two years of plan implementation. Please provide one completed framework for each in-demand industry sector or occupation/occupational grouping the region intends to prioritize. The 2016-2020 plan provides a baseline from which the region will show progress over time.

Sector strategies are evolving in the Benton-Franklin Workforce Development area. The initial introduction to sector strategy work was the result of the area receiving a Sector Partnerships National Emergency Grant (NEG) for 2015/2016. There were four key industry areas identified in our local community that are projected to grow and need a skilled workforce to meet business needs. The four specific area are: Business Services, Healthcare, Construction, and Manufacturing Agriculture. The emphasis is to train, place and support job seekers so that they can embark on a career path that provides a lifetime of full-time, unsubsidized, self-sufficient employment with advancement opportunities. The work with this grant is well underway and has created some key relationships with sector specific employers that will allow the area to evolve our Sector Strategies to the next level.

Current sector work is conducted by the Sector Partnership NEG contractor, Career Path Services, and is done with individual employers within an industry sector. Beginning in July 2016 the Benton Franklin Workforce Development Council will facilitate the establishment of Industry Sector Skills Panels. The panels will consist of a representation of a number of employers within an industry sector. The Workforce Development Council will conduct a facilitated workshop with the industry sector employer representative and the WorkSource Columbia Basin Business Roundtable group. The Business Roundtable group consists of representative from every service delivery program at WorkSource Columbia Basin. The intent of the workshop will be to listen to the industry sector representatives and learn what their challenges are in gaining, training and retaining a fully trained workforce. Armed with that information the Business Roundtable group will then be able to brainstorm service delivery models, training pathways, and specific methods for helping the industry to meet its workforce needs.

Beginning in July 2016 a panel workshop will be held each month beginning with the four industry sectors identified in the Sector Partnership NEG. For the remaining 8 months a panel workshop will be added each month to start working with Industry Sectors in the Benton-Franklin Workforce area that are either evolving or growing. One month will be dedicated to conducting an industry panel in support of employers in the Hanford area.

- 3. Regional Service Strategies.** Based on the regional analysis, identify and describe which populations and/or service strategies and/or services will be developed on a regional basis to affect a challenge or opportunity. Please use the Regional Service Strategies Framework (Attachment B) to describe the current status and anticipated next steps during the planning period. The completed framework will serve as the regional cooperative service delivery agreement once the plan is approved.

The Benton-Franklin Workforce Development Council is developing partnerships with key stakeholders that will allow the board to:

- identify the needs of employers, job seekers, and the community;
- analyze the available economic data;
- align the economic data to needs and develop service delivery strategies that are specifically tailored to the needs;
- develop the mechanisms needed to ensure continuous improvement.

The local partnerships are initially being established around local Industry Sector work and will hold facilitated Industry Sector Panel discussions that include a cross-section of employers within an industry and a comprehensive list of workforce system program professionals so that workforce system partners are more informed as to the needs of the employers within an industry sector. These ongoing discussions will allow the Benton-Franklin Workforce Development Council to clearly identify the needs and collaboratively develop service strategies and services that will directly impact the employer needs. Understanding the needs will help to develop strategies around stacking available services to directly support the needs in a more comprehensive and effective manner.

While panels will initially be tied to industries, in the future the lessons learned from this work will be applied to developing panels that focus on specific job seeker demographics and community needs.

Cross-regional work and continued collaboration is outlined below and the Benton-Franklin Workforce Development Council is committed to working cooperatively with other regions, when appropriate, to ensure the comprehensive and efficient delivery of services.

- 4. Coordination with Regional Economic Development Organizations.** Identify regional economic development services and providers in the region and describe how the LWDB(s) will coordinate services with these services and providers. Please complete the framework in Attachment C to describe the current state of coordination with economic development and the anticipated next steps during the four-year plan period.

NOTE: Workforce regions may have more than one economic development organization. LWDBs should work with all economic development organizations that are appropriate, even if these entities do not serve the entire region.

The Benton-Franklin Economic Development District, as the duly constituted and recognized Economic Development Planning Organization for Benton and Franklin Counties, and an organizational component of the Benton-Franklin Council of Governments, annually adopts a Benton-Franklin Comprehensive Economic Development Strategy (CEDS) report.

The bi-county economic development community has identified strategic economic directions and is continually working on an action plan for the Tri-Cities future. The number of new employers and employees working in targeted economic clusters can serve as a measure for evaluation of the progress.

Local job training and employment programs are an integral part in achieving the local area's economic development goals and objectives. The Workforce Development Council has a partnership responsibility to assist and support its economic development partners by providing a unified training system that will increase the employment, retention, and earnings of our workforce while achieving our area's economic development goals.

An economic development partner with the Workforce Development Council is TRIDEC (Tri-Cities Economic Development Council). TRIDEC is a non-profit organization responsible for attracting job-creating investments into Benton and Franklin counties. It provides integrated consulting services to businesses considering southeast Washington locations or business sites and coordinates all aspects of the site selection process. Services include land/facility identification, incentives analysis, financing information, regulatory agency assistance, employee recruitment and job training.

In consideration of these priorities, the Workforce Development Council has set goals by which to measure and achieve success. These goals are:

1. Develop a workforce system that is employer driven and responsive to the needs of the labor market.
2. Coordinate workforce training and education resources towards developing skills that meet target industries.
3. Assist adults in transition for successful participation in the workforce that leads to employment retention and wage progression.
4. Develop a comprehensive and coordinated service strategy for at-risk youth and assist area school districts to connect Programs of Study with Integrated Learning opportunities.
5. Improve access to quality workforce training and employment services for all customers in the local area.

The Tri-Cities Research District has been designated as an Innovation Partnership Zone (IPZ) for a 1600 acre area of Benton County in north Richland. A Business Services Staff has been assigned to the IPZ to work with employers and identify training needs for over nine years.

One of the goals of the IPZ is to create a physical and intellectual environment where companies and workers can interrelate and learn; where technology transfer and product commercialization can happen; where educational and training opportunities are available for professional and support workers; where we can establish and support vertical and horizontal industry clusters and finally, as a focal point for technology-related community outreach activities throughout the Tri-Cities area.

A strategy for meeting this goal, as funds are available, is to develop and fund internships and other workforce development programs and relationships through the Benton-Franklin Workforce Development Council. The IPZ provides an excellent platform to support the Workforce Training and Education Coordinating Board's High skills, High Wages, 2012-2022 Goals, Objectives and Strategies. Goal #1 states: Washington's multiple Pathways for initial careers provide many paths to economic self-sufficiency and career satisfaction, and Objective 4 meets that goal by increasing work integrated learning.

Activities that we will be participating in (as funds are available) are:

- Providing tuition assistance for students to attend WSU and CBC programs that lead to employment with employers in the IPZ.
- Providing funds to employers in the IPZ that employ incumbent workers who need to increase their skill levels.
- Provide work-integrated opportunities with employers in the IPZ for youth in our region's school districts to encourage them to continue their education leading to high wage jobs in science and technology careers.
- Explore the potential for On-the-Job Training funds for employers in the IPZ for newly hired workers to learn company specific skills necessary for employment.
- Explore the potential for paid/unpaid internships with small companies in the IPZ that allows college or high school students to connect what they are learning in the classroom to the world of work for science and technology careers.

- Explore the potential for tuition assistance for individuals interested in entrepreneurship that will support the development of small companies who will benefit from IPZ activity.

5. Coordination of Transportation and/or Other Support Services, as Appropriate. As part of the regional service delivery strategy, describe *whether transportation or other support services need to be coordinated* across the region based on the regional analysis, and if so which services and how.

Due to a solid public transportation system available throughout the Benton-Franklin Workforce Development area there has not been a need for coordination of transportation and/or other support services. Individual support services will be provided on an as needed basis to participants from the enrolled program.

6. Cross-Regional Cost Arrangements, as Appropriate. Describe any cross-regional cost or resource-sharing or resource leveraging arrangements associated with items 1 through 5 above, which **may** include the pooling of administrative costs. (*Note: Regional cost arrangements are not to be confused with one-stop infrastructure cost sharing MOUs and RSAs.*)

There are no cross-regional cost arrangements associated with items 1 through 5 above. Refer to cross-regional component of the plan below.

7. Regional performance negotiation and evaluation. Describe *how* the region will collaboratively negotiate and reach agreement with the Governor on local levels of performance and report on performance accountability measures.

Regional performance negotiation is conducted annually. The local council, the Chief Local Elected Official(s), and the State Workforce Board (on behalf of the Governor) will review data on the area's past performance on the federal and state core indicators and negotiate an agreement on what the levels of performance should be on each indicator. The State Workforce Board will, in consultation with local councils and elected officials, develop ways for taking into account local economic and other conditions and the demographic characteristics of the participants served.

The State Workforce Board has identified and defined measures for measuring training provider performance consistent with the requirements of WIOA Title I. The Board will also ensure the collection of the necessary data from each training provider that want courses of study to be certified as eligible for funding by WIOA Title I funds. The Board will also identify the performance levels that must be achieved on the measures in order to be listed as an eligible training provider for WIOA Title I "individual training accounts." Training providers that want to have a course of study placed on the list must apply to the local council for approval. The local council may require performance levels that are in addition to the state criteria. The Workforce Board and the Employment Security Department ensure the dissemination of the list of eligible providers. The Board and the Employment Security

Department ensure the electronic dissemination of information on training provider outcomes.

The local council uses performance information on WorkSource and WIOA Title I to develop and oversee program operation. The State Workforce Board will ensure that participant data collected by Customer Tracking and Accountability System (CTAS) is matched with administrative records for the purpose of measuring indicators related to employment, earnings, and education. These include federal core indicators as specified by DOL, indicators needed for the annual state report to DOL, and the Performance Management for Continuous Improvement (PMCI) indicators. The Workforce Board's Quality Assurance Committee will monitor customer satisfaction indicators and advise WDC staff.

The committees of the council regularly review performance and discuss the needed changes to program design to achieve the expected results under the Workforce Innovation and Opportunities Act. The Benton - Franklin Workforce Development Council has adopted the state and federal core measures of performance accountability and will participate in the review and achievement of any common measures of performance across workforce training programs.

Annual estimates for performance measurement are based on input from the partners in the local workforce development system and tied to the elements of program design articulated in the local operations plan. Resources from partner organizations will provide the services that will meet these measures.

Cross-Regional Component of the Plan

LWDBs are expected to identify problems or opportunities that they will work cross-regionally with one or more other regions to address. These cross-regional efforts should support the talent pipeline needs of businesses within a sector important to the cross-regional economy, improve access and performance outcomes for a targeted service populations, test new models or practices to fill critical service gaps and improve service numbers and outcomes, sustainably and efficiently scale up proven best practices, and/or streamline administrative and operational infrastructure functions.

Each region is required to coordinate planning with at least one (1) other region. LWDBs engaged in cross-regional planning should manage coordination among themselves in any manner that makes sense. LWDBs are encouraged to create as many cross-regional collaborations as necessary to address issues and opportunities shared

across regionals. Identify which of the following strategies will be addressed on a cross-regional basis (check all that apply).

- Regional Sector Strategies
- Regional Service Strategies
- Regional Economic Development Strategies
- Transportation or other Support Services Strategies
- Cross-Regional Cost Arrangement Strategies

For each strategy selected above, please answer the following questions: If responses incorporate attachment, please reference them within the narrative, using active hyperlinks or as appendices. Please feel free to use the planning tools in attachment A, B, and C, if appropriate.

1. Identify which regions and partners will be part of the cross-regional effort.
2. What is the specific problem or opportunity these cross-regional partners will address together? Why was this problem or opportunity chosen?

The South Central, North Central and Benton-Franklin regions of the state have and will continue to meet on a periodic basis to discuss and examine ways to improve service strategies and to maximize local resources. The local areas have a rich history of working collaboratively across jurisdictional boundaries through federal grants such as the DOL Skills Gap project or through joint efforts to address dislocations or business startups/expansions where workforce areas overlap. In development of the strategic plan, WDC directors from the three regions have met to identify problem areas or issues they each face for the full implementation of the Workforce Innovation and Opportunity Act. The three local areas have agreed to work jointly to address:

Regional Service Strategies – jointly developing a common WorkSource Certification process and tools based on state guidance.

Cross-Regional Cost Arrangement Strategies – joint identifying work common across the three regions that will serve to leverage or reduce cost burdens. This includes sharing staff expertise for technical assistance, troubleshooting and development of the common financial software MIP; joint development of process procedures for equal opportunity and compliance monitoring of sub-recipients; identifying other areas where joint development of local policy would reduce time and effort when completed as a joint task.

3. What is the current performance baseline against which the cross-regional partners will track success? If data or reliable evidence is insufficient, how will the cross-regional partners establish a performance baseline?

Initiative	Baseline	Measure of Success
WorkSource Certification	None exist under WIOA	Completed documented local WorkSource certification process.
EO Monitoring	Currently no formal process exists	Completed and documented EO monitoring process
Compliance Monitoring	Currently no formal process exist	Completed and documented compliance monitoring process for sub-recipients
Financial MIP T/A and assistance	No formalized process for communication and sharing of expertise	A written process developed for providing technical assistance among the areas
Local Policy Development	Some policies exit but have not been fully developed for consistency with state policy	Fully developed operational and administrative policies for WIOA implementation

4. What are the strategies or tactics that will be employed by the cross-regional partners to improve outcomes? How did partners identify these particular strategies and tactics? What evidence supported the partners’ selection of these strategies and tactics?

To strategically achieve the collaborative efforts, local WDAs will engage key staff who will be required to meet initially in person or through video/teleconferencing to identify the specific task to be worked on jointly. Participating staff of each local area will be those that have the subject matter expertise, have the responsibility and carry out the day to day work in these areas. Staff will work under a committee structure and will identify the specific initiatives to be addressed, set timelines and progress benchmarks. The committees will be responsible for modifications or changes to work as deemed necessary by the local area directors who collectively will serve as the oversight body, maintain final authority for approval of work plans and issue guidance to committee members. The four committees identified for the regional collaborative include:

- WorkSource Certification
- EO and Compliance Monitoring
- Financial MIP (financial software used commonly across local areas)
- Policy Development

5. What are the measurable goals or targets that the cross-regional partnership will work together to achieve?

(See # 4 above)

6. How will performance be tracked and evaluated over time? Which goals or targets will be achieved during the first two years and the second two years of the plan? Which will be achieved after completion of this plan and when?

Initiative	How Tracked	Goal/Objective	Target Dates for Completion
WorkSource Certification Process	Quarterly Reports to Executive Directors from Committee	Certification Process Complete	January 1, 2017
EO Monitoring and Compliance Monitoring	Quarterly Reports to Executive Directors from Committee	Monitoring Process and Procedure written guide completed	September 2016
Financial MIP T/A and assistance	Quarterly Reports to Executive Directors from Committee	a.) Establish areas for information and technical assistance b.) Complete one technical assistance session across the three areas	September 2016 June 30, 2017
Local Policy Development	Quarterly Reports to Executive Directors from Committee	All local Operational policies developed for implementation	July 30 2016

7. Who is responsible for reviewing progress and making mid-course corrections?

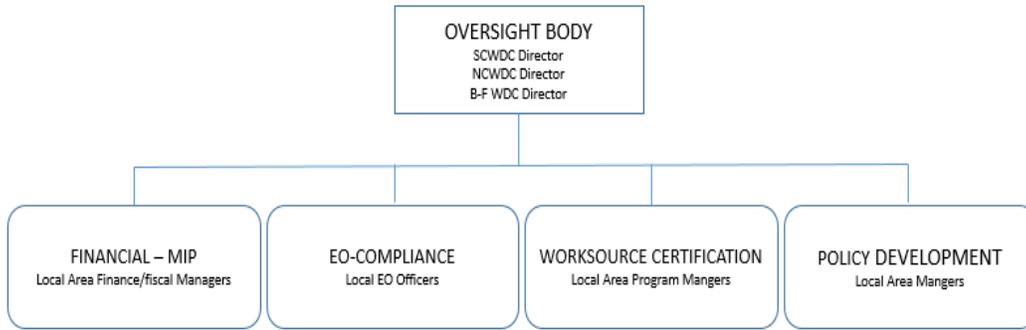
(See #4 above)

8. What types and amounts of funding will support this effort and which funding partners will provide these resources? Will funds be transferred between regions? Will the cross-regional partnership jointly leverage new resources?

The regional collaborative **will not, nor plan to transfer funds across regions**. It is anticipated that the resources used to carry out the work of each committee will be formula program and administrative funds provided each local area as part of the I-B grants. It is the primary goal of this initiative to leverage local resources by jointly sharing the work required for WIOA implantation for WorkSource certification, monitoring and policy development; and to realize cost savings in local fiscal units by utilizing local area staff expertise to solve problems and provide technical assistance through consultation and joint training opportunities.

9. How will the cross-regional partners evaluate the cross-regional partnership, including governance and decision-making, efficient use of resources, community perceptions, and sustainability of the partnership?

As seen in the governance structure below, the three directors from each local area will form the oversight body setting the work direction, authorizing resources for support of the committees, approval of work plans and modifications where needed. The oversight body will review committee work progress through quarterly reports and on an annual basis review the work of each committee to determine its effectiveness. The results of the initiative will be reported local boards and elected officials at regular public meetings.



SECTION III

LWDB Component of Plan

Use the following outline to guide your responses. If responses incorporate attachments, please reference them within the narrative using active hyperlinks or as appropriately labeled appendices.

LWDB should reference the regional section of the plan for any items that are already addressed in that section, rather than repeating the response.

1. Describe the LWDB's strategic vision and goals for preparing an educated and skilled workforce (including youth and individuals with barriers), in order to support regional economic growth and economic self-sufficiency.

Although the Integrated plan identifies the various pieces and parts that make up WSCB, they are, in fact, embroidered into a unified system that systematically undergirds the agency's mission and vision.

Mission Statement:

The Benton-Franklin Workforce Development Council administers employment and training services at WorkSource. We are dedicated to collaborating with community partners to meet the needs of the job seeker and employer customer.

Vision Statement:

The Benton-Franklin Workforce Development Council advances the region's economy by connecting job seekers and employers at WorkSource.

The following goals, objectives and strategies provide a blueprint to help measure our success towards completion of our mission. Conversely, it is not a static set of restrictive millstones that limits the scope of the agency. In other words, at the discretion of the Board—but within the bounds of applicable rules and regulations—the goals and objectives described herein may be subject to modification.

Goal 1

Aggressively explore opportunities to expand and diversify the agency's revenue streams.

Objective 1

Reduce the dependence on the Department of Labor (DOL) as the agency's sole source of funding to underwrite the costs of WSCB operations.

Strategies

- Cultivate an entrepreneur culture within the agency.
- Examine successful models from around the country where similarly situated Workforce who have created profit making subsidiaries.

- Pursue opportunities to on task-specific joint ventures with other WDCs in the region
- Explore options to attract local investments from major employers
- Develop in-house grant writing capability
- Develop fee for service activities

Goal 2

Ensure all youth receive education, training, and the support they need for success in postsecondary education and/or work.

Objective 1

All students leave high school prepared for success in further education and/or work.

Strategies

- Ensure youth that access services at WorkSource Columbia Basin achieve the necessary core skills as established by industries in their chosen career pathway, including the achievement of a high school diploma or entrance into a postsecondary education or training program.
- Work with each local school district to enhance their strategies that help youth create a pathway from school to their career goals by understanding the skills needed by people working in the occupations of their career.
- Increase the number of young people who understand and act on career opportunities available through career and technical education and training programs, including youth from target populations, Apprenticeship, non-traditional employment and entrepreneurship.
- Increase access and opportunities to all area youth for basic skills and English as a second language instruction.

Objective 2

Reduce unemployment rates among older youth and improve their career prospects.

Strategies

- Place emphasis for WIOA funded programs on intensive services that will serve older youth and provide a linkage to more comprehensive services available through other fund sources. WIOA funds will be directed towards activities that lead to employment and encourage youth to continue lifelong learning opportunities.
- Participate in activities with area stakeholders that lead to development and expansion of mentoring programs for area youth.

Objective 3

Ensure youth exploring career options are exposed to opportunities with pre-apprenticeship training programs as a bridge to Registered Apprenticeship (RA).

Strategies

- Support Washington State Department of Labor and Industries (LNI) in developing pre-apprenticeship opportunities with school districts and community based agencies

- to help youth decide on an occupation track, develop foundation skills and improve productivity once employed.
- Support Tri-Tech and apprenticeship sponsored career days for youth to have hands-on experience with skilled crafts including non-traditional learning for females.
 - Increase work-based learning opportunities that promote career pathways and essential skill development.

Goal 3

Provide adults with access to lifelong education, training, and employment services.

Objective 1

Increase the number of adults who have at least one year of postsecondary training.

Strategies

- Provide information on the benefits of life-long learning and education opportunities as part of each individual core, intensive, and training service.
- Strengthen program design, priorities and objectives for program operators providing services that lead to employment retention and wage progression.
- Ensure that services to dislocated workers will be coordinated with Worker Retraining services to ensure funds are coordinated in a manner that provides as many workers as possible the opportunities for training and skills upgrade.
- Provide Rapid Response services to assist workers to obtain employment as soon as possible after a lay-off occurs and/or to retain employment by upgrading skills.

Objective 2

Increase referrals and encourage participation in Registered Apprenticeship (RA) as an important component to the talent development strategy in Benton and Franklin counties.

Strategies

- Utilize WIOA funds to help support RA with On-the-Job opportunities and support services.
- Support RA when possible with ITA's for apprentice and pre-apprentice training to support skill development goals.
- Support RA with other key stakeholders including local RA programs, Columbia Basin College, secondary schools, organized labor and the Washington State Department of Labor and Industries (LNI).
- Support LNI pre-apprenticeship strategies for those who may not have the fundamental skills to succeed in RA.

Objective 3

Adults with barriers to employment and training enter education and Programs of Study that lead to self-sufficiency.

Strategies

- Ensure a WIOA program design that leads to access and increased earning opportunities for target populations.

- Assist low-income individuals to move up a career ladder by increasing training and developing career opportunities.
- Coordinate with other area programs to tap the various resources available to meet the individual's needs.
- Emphasize job retention and wage progression by increasing post-employment training opportunities and actively working with the employer to identify incentives that promote "life-long learning."
- Expand access to workplace training that is occupationally specific and includes ABE.
- Provide learning opportunities for workers needed to keep pace with evolving technology.

Goal 4

Meet the Workforce needs of the industry by preparing students, current workers, and dislocated workers with the skills employers need using the multiple pathways approach.

Objective 1

The workforce development system supplies the number of newly prepared workers needed to meet current and emerging employer needs.

Strategies

- Continue to improve WorkSource services to business customers and bring together individual partner programs to craft comprehensive solutions for area businesses.
- Collaborate with economic development partners and training partners to meet the unique needs of local employers.
- Work in coordination with the Workforce Training and Education Coordination Board, Small Business Advisory and Microenterprise Centers, and other appropriate state and local partner organizations to develop strategies that will ensure entrepreneurial training opportunities are offered through the WorkSource system.

Objective 2

The workforce development system strengthens Washington's economy, focusing on strategic industry clusters as a central organizing principle.

Strategies

- Continue partnerships with economic development organizations and exchange information as we work together to identify the employment opportunities and skills needs of the business community in our area.
- Continue to serve the needs of local employers in key clusters in concert with economic development and training partners.
- Continuously analyze training needs and requirements by employers within the local labor market and those that adjoin to form a broader region.
- Identify targeted industries that the region needs to attract and grow.
- Identify workforce training projects that will best support job creation by these industries.

- Assemble all training providers together to meet these needs in a coordinated and cost efficient manner.
- Developing an Industry Sector Coordinator that can facilitate industry sector panels, liaison with industry representatives, and track implementation of targeted service designs supporting industry needs.

Objective 3

Adults receive education and training that builds competitive skills.

Strategies

- Place emphasis for WIOA funded programs on intensive services that will serve adult job seekers to overcome barriers and provide a linkage to more comprehensive services available through other fund sources. Collaborate with agencies that serve WIOA's 14 categories of individuals with barriers to employment: Displaced Homemakers; Low-income individuals; Indians, Alaskan Natives, and Native Hawaiians; Individuals with Disabilities; Older individuals; Ex-offenders; Homeless individuals; Youth who are in or have aged out of foster care; English Language Learners; Eligible Migrant Seasonal Farmworkers; TANF recipients; Single Parents; Long-term Unemployed; Other as determined by the Governor.
 - Encourage all workforce programs for low-income adults in transition place an emphasis on training and provide adults with the skills necessary to achieve employment at a sufficient living wage.
2. Describe actions the LWDB will take toward becoming or remaining a high-performing board.

The Benton-Franklin Workforce Council has and continues to keep high program performance as the founding priority of the system. Performance targets are negotiated and set to ensure that they are both reasonable and manageable based upon state level performance data, historical performance and local economic conditions.

Negotiated and approved performance targets are included in every WIOA Title 1 Adult, Dislocated Worker and Youth subcontracts/agreements. Performance accountability targets are also included in all service delivery contracts/agreements issued by the Benton-Franklin Workforce Council. Performance outcomes are tracked by council staff and contractors then reported monthly to the board committee with oversight of each program, the executive committee and quarterly to the full board. If performance issues are identified council staff intervene to collaborate with the contractor to identify solutions, provide technical assistance or corrective action as appropriate.

Ongoing involvement in the performance accountability process by members of the Benton-Franklin Workforce Council board members has been a key element in the high performance as a local board. All members participate on one of the program oversight committees and are instrumental in ensuring that contractors are receiving regular feedback regarding program performance.

3. Taking into account the regional analysis, describe the local board's strategy to work with the entities that carry out WIOA core programs to align resources available to the local area and achieve local strategic vision and goals.
 - a. Describe the workforce development system in the local area, using Attachment D to specifically clarify the one-stop system and availability of Adult, Dislocated Worker services in the area

(See Attachment D)

- b. Describe how each partner program fits into the local workforce development system, how the local area's workforce development system serves youth, adults in transition (e.g., job seekers, dislocated workers, under-employed), and individuals with disabilities, and the public and private workforce initiatives underway.

WIOA Youth

The Youth Program provides a variety of services to local area Youth, who are either in or out of school and between the ages of 14-24. The Benton Franklin Workforce Development Council's contractor makes available the full-range of the 14 required youth elements, which are threaded throughout their program and service delivery design. Each youth receives a comprehensive assessment, assisting the youth in identifying career interests, academic and occupational skills levels and literacy rates to prepare them to enter employment or education. Results are used to build the service strategy identify training needs and to determine remediation needed. An Individual Service Strategy used to develop a pathway plan. Using a strengths based approach, the plan identifies career goals, short and long-term objectives, support service needs, and training required to reach self-sufficiency. Career planning/research process prepares the customer for a career goal that is relevant to the local labor market.

Programs for Adults in Transition

Adults who are unemployed or under-employed are considered adults in transition. Transitioning adults have opportunities to receive job referral assistance and help in developing job attainment skills through basic skills training or vocational programs provided through community colleges, other eligible training providers, or Learning Centers. Various programs address educational and training needs, moving customers toward self-sufficiency and helping those currently employed to identify opportunities to advance. Courses are developed in response to particular customer and labor market demands. Programs also support vocational training in order to develop workers with the skills needed in the current economy.

WIOA Dislocated Worker

The Dislocated Workers Program serves customer who have been laid off at no fault of their own, from declining occupations within the region. Dislocated Workers often require help obtaining or transitioning skills needed to obtain employment that pays family supporting wages and offers upward mobility. DWP services may include:

comprehensive assessment and case management, career exploration, financial literacy, support services and job search assistance. Training services include paid work experience, on-the-job training, entrepreneurship, and customized training. DWP connects with affected job seekers in order to speed their transition to new employment or training when appropriate. We align workforce activities with education, economic and community development strategies to meet skill needs of jobs and industries important to the local economy, and meet the needs of under-skilled dislocated workers by creating training opportunities that lead to employment, and through maintaining and providing information on available job opportunities. DWP staff coordinate with employers where rapid response services are being provided for job search assistance, including WIOA DWP enrollment opportunities.

Trade Adjustment Assistance (TAA)

This program provides Workers dislocated because of foreign competition career decision-making, and occupational training. Workers, their union or company, the One-Stop Operator, or the State Dislocated Worker Unit may apply to the Department of Labor for TAA certification.

TAA funds education, training, income support (if training is away from home and the displaced worker must maintain their home), job placement assistance, and relocation assistance when necessary. Strict time limits apply for using TAA benefits, so certified workers are advised to seek TAA counselor assistance as soon as possible after getting laid off. Once certified, displaced workers are eligible for services and benefits to help them prepare for and re-enter the job market.

Once unemployment benefits run out, dislocated workers who are participating in remedial education courses, training, or are searching for a job can apply for Trade Readjustment Allowance (TRAs) to extend support payments.

Worker Re-training

The Worker Retraining Program provides funding for dislocated, unemployed workers, underemployed workers, and workers at risk of unemployment to enter approved career and technical training programs and receive related support services including financial aid, career advising, educational planning, referral to training resources, and referral to placement services. The program serves in excess of 600 students per year. The WDC Executive Director serves on the advisory committee as they provide planning and oversight to ensure students prepare for careers in high demand occupations in strategic industry clusters for our region.

Veterans Placement and Referral

Local Veterans Employment Representatives (LVER) and Disabled Veterans Case Manager Program staff at Employment Security advise and refer veterans and family members to services such as the Army Navy Relief Fund and Veteran Health Services. They facilitate access to Department of Veterans Affairs programs. Newly discharged veterans receive help in making the transition from military to the civilian

workforce. They also match Veteran job seekers and refer to available openings. Veterans receive priority of service in accordance with applicable laws and policies.

WIOA Adult

Adults who are unemployed or under-employed are considered adults in transition and the Benton Franklin WDC provides a variety of services for Adults throughout the region. These services are designed to include Basic, Individualized and Training Services, removing barriers to employment, creating opportunity for needed skill up grades and connecting quickly to self-sufficient employment. Adults have opportunities to receive job referral assistance and help in developing job attainment skills through occupational skills training or vocational programs, provided through community colleges, other eligible training providers, or free online community resources like Ed2Go or Kahn Academy. Adult services may include: comprehensive assessment and case management, career exploration, financial literacy, support services and job search assistance. Training services include paid work experience, on-the-job training, entrepreneurship, and customized training. The goal is to address educational and training needs as quickly as possible, remediating the situation and, progressing customers toward self-sufficiency.

Apprenticeship

WIOA reinforces the need for partnerships between WIOA-funded programs and apprenticeship programs and the BFWDC is a strong advocate. Apprenticeship provides an excellent combination of structured classroom and on-the-job training for a variety of occupations, yet programs often have too few local applicants. Locally, we explore participant interest in apprenticeship, emphasizing special recruitment strategies for women and minorities. Our early focus locally has been in connecting with Apprenticeship Coordinators, starting with Construction Trades, which comprises 76% of the top 25 occupations for active apprentices in Washington State, according to DOL.

Apprentices are paid for their labor while receiving training and work experience in a supervised setting. Most trades-related apprenticeships require between 4,000 and 8,000 hours of paid on-the-job training, and many apprentices start out earning approximately 40 percent of journeymen wages. Statistically, attrition rate for apprentices is at its highest point during the first two years of training. Many are faced with challenges such as securing childcare, inconsistent wages/employment during this timeframe, transportation costs for out of area travel and additional work needs including appropriate work clothing. A certain amount of unpaid classroom vocational preparation is also required through most apprenticeship programs. The more time an apprentice spends training and improving skill competencies, the more that individual can expect to earn of the road to becoming a journeyman.

AmeriCorps

AmeriCorps combines federal and local funds to employ college students for a year of community service. Participants receive a monthly stipend scholarship after

finishing. Workforce agencies have hosted several participants over the years to serve as assistant teachers, youth leaders, activity coordinators and other assignments.

WorkSource Columbia Basin currently has 2 AmeriCorps positions. One position conducts Youth program outreach helping to identify at risk youth, connect them to the WIOA Title I Youth program and navigate employment services. The second AmeriCorps position assists customers with basic computer navigation and conducts basic computer operation workshops.

Programs for Individuals with Disabilities

Public schools through Benton and Franklin counties accommodate students with various disability conditions. Special education classes are offered, with students being provided with Individual Education Programs, consistent with IDEA guidelines. Students are integrated in mainstream classes with 504 Plans provided, to accommodate specific disability needs and barriers.

Significant changes in the Rehabilitation Act Amendments of 2014 have provided vocational rehabilitation agencies with a chance to expand services in five specific areas to students with Individualized Education Programs (IEP), and 504 Plans. The five pre-employment transition services include: job exploration, work-based learning experiences, exploring opportunities for post-secondary education programs, workplace readiness training to develop social skills and independent living, and instruction in self advocacy. These services will help prepare students for competitive, integrated employment in the community after they leave high school.

Pre-employment Transition Services will be provided to groups of students, or individuals, who are eligible or potentially eligible for DVR services, starting in the fall of 2016. Individualized services will be coordinated and planned with a student's Individualized Education Program (IEP), or 504 Plan. These services can be provided to students starting at age 16, if they have school-based IEP or 504 Plans. Education School Districts (ESD) locally will have an opportunity to receive DVR funding for group-paced pre-employment transition services. These services will be based on ESD proposals that illustrate employment-focused transition needs locally, based on ESD school district assessments administered through the Center for Change in Transition Services (CCTS).

DVR will work with school and community partners, the one-stop center, and employers to develop work based learning opportunities for students with disabilities. CCTS is working with DVR presently to develop statewide interagency transition networks that will provide resources and technical assistance to DVR and local schools. CCTS is helping Educational Service Districts to assess their current transition practices for DVR to partner with school transition programs and enhance school activities. CCTS is currently developing pilot transition programs that will begin in the Fall 2016 of to enhance transition by providing evidence-based interventions for successful transition for students with disabilities. There will be DVR Vocational Rehabilitation Regional Program Counselor positions established in

various areas, to help coordinate and facilitate the development of Pre-employment Transition Services, across the state. Kennewick DVR is fortunate to have one of these positions to be housed at the DVR Kennewick Office, which is scheduled to be posted and filled by this summer. This individual will work with DVR Counselors, School Staff, and a variety of community partners to help coordinate and facilitate the development of Pre-employment Transitions Services in our local Educational School Districts and communities. Presently, there are four DVR Counselors who provide Transition Liaison support to 18 local high schools and alternative schools in our local community.

Vocational Rehabilitation for Adults with Disabilities

The Department of Social and Health Services, Division of Vocational Rehabilitation (DVR) and Developmental Disabilities Administration (DDA), Customer Service Office (CSO), Department of Services for the Blind (DSB), Edith Bishel Center for the Blind and Visually Impaired, and the Disabled Veterans Outreach Program (DVOP), work collaboratively with WorkSource programs to coordinate services for local customers. Staff from these programs work together to serve customers across workforce development programs, and promote quality customer services in person and online. DVR Counselors make cross referrals to WorkSource programs and integrate services for individuals with disabilities with staff from the DVOP program, the Worker Retraining program, and the WIOA Title I Adult and Dislocated Worker programs. The WorkSource Career Pathway Navigator provides services to match job seekers to the programs that best meet their needs and does outreach to partners and community service providers.

DVR and the WorkSource demonstrate a common goal of providing services so that all job seekers with disabilities who want to work can be employed when they receive services tailored to their needs and reasonable accommodations. WorkSource Columbia Basin provides a welcoming inclusive environment to successfully serve job seekers with all types of disabilities. Job seekers with disabilities experience and environment where they are supported in addressing employment challenges, no matter how significant, within the workforce system. WorkSource Columbia Basin has a staff member on site who is proficient in American Sign Language to provide services to customers who are Deaf or Hard of Hearing, who prefer this communication. Other program staff are bilingual in Spanish and Russian to serve job seekers with monolingual communication needs. Assistive technology is available to accommodate a range of needs for computer workstations, to promote the access needed to internet and software programs. DVR has a full-time Employment Specialist on site to assist DVR customers with job search activities and integration to the WorkSource programs. In July 2016, DVR will add another full-time Vocational Rehabilitation Lead Counselor at the WorkSource to serve individuals with disabilities, and to accelerate the integration of DVR services in WorkSource Columbia Basin. Job seekers with disabilities receive WorkSource Services to help achieve successful outcomes to the same extent as those without disabilities.

National Farmworker Jobs Program (NFJP)

The National Farmworker Jobs Program is administered by OIC of Washington. The program educates and trains agricultural workers. It offers English as a Second Language courses, basic education and vocational training for seasonal farm workers.

Adult Education and Literacy, Including English Language Programs

This program educates Adults who have not finished high school or mastered English. Often they've had little formal education, even in their native language and other persons who haven't finished high school or who lack high school skills. Many require years of instruction before they are able to learn enough English to pass GED tests. Columbia Basin College provides a variety of ESL classes at times and locations convenient for both employed and unemployed workers needing ESL and vocational skills training.

WorkFirst

WorkFirst provides parents receiving Temporary Assistance to Needy Families (cash welfare) job search training, work experience, basic education, English language instruction and short occupational classes. WorkFirst Services are provided by Social and Health Services, Employment Security and Columbia Basin College.

Labor and Industries

A Labor and Industries Vocational Services Specialist is on site at WorkSource Columbia Basin to assist workers who have been injured or diagnosed with an occupational disease while working in the State of Washington, return to gainful employment; and (2) support and foster relationships with employers of Washington State fund qualified workers regardless of disability status through partnerships with community agencies and education of services available at WorkSource.

As a WorkSource Partner, be involved with activities requested or suggested by the WorkSource Administrator and L&I Supervisor to participate actively in the WorkSource location. The goal is to be visible and effective to the mission of the WorkSource and the Department of Labor and Industries.

Programs for Youth in Transition

All youth need support as they move through adolescence to adulthood. Vulnerable youth face transitions made particularly challenging by poverty, disability, illness, homelessness, discrimination, emancipation, foster care, delinquency and other difficult circumstances. A growing body of knowledge indicates that these youth need community-wide webs of support to transition successfully to adulthood. There are a number of programs in Washington State that help young people make these transitions.

Secondary Education

At the secondary level, School District offer a variety of options for teens to obtain a high school diploma or equivalent, and in many cases, get a jump on college. These choices range from traditional, comprehensive high schools to small Alternative schools. High Schools also offer a variety of Career and Technical Education.

Public schools also accommodate students with cognitive and physical disabilities. Special education classes are offered, as are mainstreaming opportunities in regular classrooms.

Tri-Tech Skills Center

Tri-Tech Skills Center partners with local high schools to offer advanced technical and professional training. This tuition free training is available to all public, private, and home-schooled students who have yet to receive a high school diploma. Tri-Tech offers over twenty Washington State certified and approved Career and Technical preparatory programs with fully certified industry experienced instructors to assist youth learn skills that are in-demand.

Job Corps

Job Corps is a residential education and training program that helps young people learn a trade, earn a high school diploma or GED, and secure employment. The Columbia Basin Job Corps Center is located in Moses Lake, but representatives provide orientations to WorkSource Columbia Basin customers. Many young people who participate in the Job Corps program are from outside the area and are hoping to learn skills that are in-demand within their own community.

Colleges and Universities

- Columbia Basin College structures programs to culminate in the attainment of industry-recognized certificates, Associate in Applied Science degrees, or for some programs, a transfer degree. Programs complement technical instruction with workplace skills educations such as such as applied communication and human relations. Professional and vocational-technical education programs (Workforce Education) are offered at Columbia Basin College. Programs also include short-term, in-demand classes, and certificate of accomplishment programs.
- City University offers over 50 degree programs through evening and weekend classes and distance learning.
- WSU Tri-Cities offers 17 baccalaureate, 14 masters, and 7 doctoral degree programs to prepare an increasingly diverse workforce for changing technologies. Continuing education and lifelong learning programs are particularly beneficial to those seeking to upgrade skills. They assist the agricultural community through research and extension activities, course offerings and a close relationship with Prosser's Agricultural Research Station. WSU Tri-Cities' strong community support and partnerships, particularly with the nearby Pacific Northwest National Laboratory, provides unique learning opportunities to keep pace with rapid change in critical demand industries in the region.

- Charter College offers Associate and Bachelor programs on an “accelerated” basis in business, health care, legal, technical, and the trades (HVAC/R and welding). The following programs are offered online:
 - Business Management Accounting – Bachelor Degree Program
 - Business Management Practice – Associate Degree Program
 - Business Management and Technology – Bachelor Degree Program
 - Computerized Accounting – Associate Degree Program
 - Criminal Justice – Bachelor Degree/Associate Degree Program
 - Health Care Administration – Bachelor Degree Program
 - Health Information Technology – Associate Degree Program
 - Paralegal Studies – Associate Degree Program

 - Apprenticeship programs are coordinated through the state’s Department of Labor and Industry. Local contacts for various apprenticeships include:
 - Labors International Union of North American: Labors Local Union 0348
 - International Union of Operation Engineers: Engineers Local Union 370
 - Ironworkers Local Union 14
 - Sheet Metal (SE Washington/NE Oregon Sheet Metal Workers)
 - Machinists (Aircraft Oriented)
 - Millwrights (Washington State UBC JATC)
 - Construction Lineman (NW Line Construction Ind JATC)
 - Construction Electricians (LU 112/NECA Elect AC)
 - Carpentry (Washington State UBC JATC)
 - Firefighters (Washington State Firefighters JATC)
- c. Taking into account the regional analyses, describe the strategy to work with core programs to align local resources to achieve the strategic vision. Additional local data may be provided to clarify where the strategy meets local needs not identified in the regional analysis.

The local One-stop, WorkSource Columbia Basin, currently has an active and engaged leadership team that is comprised of leadership representatives of all workforce system programs and services in the Benton-Franklin service delivery area. The leadership team meets monthly to share performance information, provide program updates, collaborate on integration activities, and develop cooperative service delivery strategies.

The WorkSource Operator chairs the leadership team and ensures that the strategic vision of the Benton-Franklin is addressed in all strategy and service delivery design discussions held by the team. When information is shared during the leadership meeting that identifies a segment of the workforce, employer or community need that is not being supported by the local service delivery model the team works collectively to identify how the local system can support those needs.

- d. Describe how the LWDB will work with entities carrying out core programs and other workforce development programs to support alignment to provide services,

including programs of study authorized under the Carl D. Perkins Career and Technical Education Act of 2006 (20 U.S.C. 2301 et seq.), to support the strategy identified in the state and local plans.

The Benton-Franklin Workforce Development Council works with a number of educational entities in the Tri-Cities area to include secondary and postsecondary education providers. It is important that educational opportunities locally align with and support the local economy and available employment opportunities. The local workforce development board collaborates with local school districts, the Tri-Tech Skills Center, Columbia Basin College, City University, WSU Tri-Cities, and Charter College to ensure that courses of study leading to short-term certification and skills improvement are aligned with the needs of the local economy.

The workforce development council will work with the training providers to ensure that the appropriate trainings are included in the Eligible Training Providers List (ETPL) and align with the occupations in demand locally. This will allow local WIOA Title I programs to support the educational needs of local job seekers that would benefit from the training by way of employment in a livable wage or career growth into occupations in demand locally.

- e. Describe how the LWDB, working with the entities carrying out core programs, will expand access to employment, training, education, and supportive services for eligible individuals.

The Benton-Franklin Workforce Development Council is currently working to design an Integrated Service Delivery Model that uses co-enrollment of Wagner-Peyser and WIOA Title I Adult and Dislocated Worker programs. The intent of work surrounding the design of this type of model is to “open the doors” wide to access by all customers and let customer need dictate the level of service received.

Using with WIOA legislation as a guideline this model creates four progressive levels of customer service delivery: Self-Service, Basic Career Service, Individual Career Service, and Training Service. WIOA sets the expectation that both Title I (Adult and Dislocated Worker) and Title III (Wagner-Peyser) funded staff may deliver the same set of required Basic and Individual Career Services as defined in TEGL 03-16. Those services are defined below:

Self-Service – A number of customers that come into WorkSource Columbia Basin are able to utilize the resources to serve themselves to conduct job search, work on resumes/applications, and/or do labor market research.

Basic Services

- Eligibility determination for adult, dislocated worker, or youth program services;
- Outreach, intake, and orientation to one-stop services;
- Initial skill assessment and supportive service needs;
- Labor exchange, including job search, placement, and career counseling as needed;
- Referrals to and coordination with programs and services inside and outside WorkSource;
- Local, regional, national labor market data;
- Performance and program cost for eligible training providers by program/provider type;
- Local one-stop performance accountability;
- Availability of and referral to supportive services/assistance including: child care; child support; Medicaid and Children’s Health Insurance Program; SNAP; earned income tax credit; housing counseling and HUD services; TANF, and supportive and transportation services provided through that program;
- Eligibility non-WIOA financial aid for training and education; and
- Information/assistance regarding filing claims under UI programs, although *only merit staff may answer questions, provide advice, or make decisions that could affect claimants’ UI eligibility, although other one-stop staff may assist in claims taking by rote acceptance of information.*

Individual Career Services

- Comprehensive and specialized assessments of the skill and service needs of adults and dislocated workers;
- Development of individual employment plans;
- Group and/or individual counseling and mentoring;
- Career planning (e.g. case management);
- Short-term pre-vocational services (learning skills, communication skills, interviewing skills, etc. may include pre-apprenticeship);
- Internships/work experiences linked to careers;
- Workforce preparation activities that help an individual acquire a combination of basic academic skills, critical thinking skills, digital literacy skills, and self-management skills, including competencies in utilizing resources, using information, working with others, understanding systems, and obtaining skills necessary for successful transition into and completion of postsecondary education, or training, or employment;
- Financial literacy services;
- Out-of-area job search assistance and relocation assistance; and
- English language acquisition and integrated education and training programs.

Training Services: Services which require full enrollment

Any Individual Career Service that is purchased on an individual basis with WIOA funds. Examples may include:

- Any assessments that are purchased on an individual basis;
- Short-term pre-vocational services that are funded on an individual basis.
- Paid Internships/work experiences linked to careers;
- English language acquisition and integrated education and training programs funded on an individual basis

Training Services

- Vocational Training
- On-the-Job Training
- Incumbent Worker Training
- Support Services
- Needs based Payments

Under WIOA, both Title I and Title III share a number of performance measures.

Title I Adult	Title I Dislocation Worker	Title III Wagner Peyser
2nd Quarter Employment	2nd Quarter Employment	2nd Quarter Employment
2nd Quarter Median Earnings	2nd Quarter Median Earnings	2nd Quarter Median Earnings
4th Quarter Employment	4th Quarter Employment	4th Quarter Employment
Credential- during or by 4th Quarter	Credential- during or by 4th Quarter	
Measurable Skill Gain	Measurable Skill Gain	

This is a customer focused service delivery model that applies staff time and effort to serving the specific needs of customers and puts less emphasis on program conformity. The shared performance measures will still be contracted and monitored as they have been before but the larger “pool” of customers, combined resources and increased efficiencies are expected to have no impact on performance attainment.

4. Describe your local area’s efforts to provide targeted outreach to eligible individuals with barriers to employment, in particular veterans and eligible spouses (including any special initiatives to serve the veteran population), Unemployment Insurance Claimants, older workers, at-risk youth, low-income adults, dislocated workers (including the long-term unemployed and under-employed), and individuals with disabilities. In addition, WDAs 3, 8, 9, 10 and 11 must further describe outreach to Migrant and Seasonal Farm Workers (MSFW) to connect them to services in the local one-stop system.

- a. Veterans and eligible spouses (including any special initiatives to serve the veteran population)
Priority of Service (POS) for veterans and eligible spouses is explained to every customer upon entry to WorkSource Columbia Basin. Those customers identified as having served or the spouse of a veteran complete a short questionnaire to triage eligibility for services through the Disabled Veterans Case Manager (DVCM) and other POS eligible programs. If found eligible for veterans program services these customers are referred to a veteran’s work-study to inform and assist them with VA benefits, make referrals to employment resources and gather initial program information. Veterans qualifying for DVCM services are then scheduled to meet with the DVCM for enrollment, employment assistance and/or referral to additional services for barrier removal. If the answers to the questionnaire identify that the veteran or qualifying spouse does not qualify for enrollment in the DVCM program they are served by Wagner-Peyser staff with the array of labor exchange services to assist with finding employment and referred to the Vets Access where they can work with the Local Veterans Employment Representative.

The Employment Security Department DVCM conduct outreach to community organizations that serve veterans. On alternate days during the week the LVER and DVCM provide veterans program services at the Veterans Opportunity Center (VOC). The VOC serves as a support hub for all area veteran’s services. Veterans can get referral and access to many different local programs designed to assist veterans with barrier removal, housing assistance, medical assistance, education and

employment assistance. DVCM also has an outreach day monthly at the VA Community Based Outreach Clinic (CBOC) to see veterans who are already at a VA appointment. DVCM conducts a monthly Veterans Task Force meeting which brings local resource agencies together to discuss veteran's issues, new programs, and assistance needs. LVER conducts outreach to employers about the advantages of hiring veterans and to target veterans for employers wishing to fill positions with veterans.

DVCM and LVER partner with Columbia Basin College and with Washington State University Tri Cities Campus to conduct job fairs specifically for veterans. LVER and DVCM also participate in activities for graduating veterans such as mock interviews, job clubs, informational interviews and job search workshops.

Annually, WorkSource Columbia Basin is an organizational partner for the Columbia Basin Veterans Stand-Down for Benton and Franklin counties. This event brings together local providers of veteran's services to assist veterans with their medical and dental needs, clothing, disability applications, referral to barrier removal and supportive services, access to housing programs and employment and training assistance.

The local veteran's employment program conducts a weekly veteran's access class that provides a venue for local employers that hire veterans to network and interact directly with veterans that are seeking employment. The employers assist with resumes and applications and conduct a short workshop explaining their company's hiring practices and procedures to ensure that veterans can accurately represent their skills in applications and resumes.

The Adult and Dislocated Worker programs will comply with the Jobs for Veterans Act as amended and will provide POS to covered veterans who are eligible for Title I adult and dislocated worker services as appropriate. Veterans will be given priority over non-veterans in the event that spending limits are in effect. The Veterans Policy is not intended to displace the core function of the Adult and Dislocated Worker programs.

b. Unemployment Insurance Claimants

Unemployment Insurance (UI) Claimants are engaged in a number of ways at WorkSource Columbia Basin. The primary goal in engaging UI claimants is to assist them to return to work as expeditiously as possible.

Claimants are initially engaged using the Reemployment (RESEA) program. Claimants that fall within the required profile score range are invited to attend a mandatory orientation, complete a WorkSource registration, and meet with a WorkSource employment specialist to develop an employment plan, receive referral to assisting workshops such as a resume or interviewing class, conduct a job match in the data system to identify potential employment opportunities, and determine if there is a need for referral to a training program.

When employers are hiring for specific skill-sets employment specialists conduct outreach by telephone or email to those UI claimants that possess the needed skills. These claimants are then invited into WorkSource for resume and application assistance to apply to the available job openings.

c. Older workers

Older workers now make up a larger and growing share of the U.S. labor force. According to the U.S. Bureau of Labor Statistics (BLS), *“the number of workers age 55 and older increased by 3.5 million from September 2009 to September 2012. This increase represents the larger share of the gain of 4.2 million for all workers age 16 and older.”* Projections are that the number of older workers will continue to rise. Again, according to BLS, the percent change of workers age 65-74 will increase 83.4% during 2010-20¹.

Adding to the challenge, unlike generations before, a much larger percentage of baby boomers are continuing to work as they age; some out of economic necessity. To address this phenomenon, the BF-WDC, in cooperation with its partner agencies, will continue to deploy and expand specific strategies to address the unique needs of the older worker.

WorkSource Columbia Basin conducts workshops for mature workers. These workshops are intended to assist mature workers with being able to navigate the technology used in applying for employment in today’s job market, clearly identifying the skills and experience that they have to offer an employer, and to analyze labor market information to be able to employment opportunities that meet the needs of the mature worker.

Workshops for mature workers are also being held at the Kennewick public library. This location is being used as an opportunity to develop broader access to the mature workers workshop and as a testing ground for off-site training. Off-site training will eventually be expanded to be provided at a number of public libraries throughout Benton and Franklin counties as resources allow.

d. At-risk youth

At-Risk Youth are a high priority of the Benton-Franklin Workforce development area. Outreach is conducted in the community to find at-risk youth who need employment or educational services, or assistance in navigating the One-stop/WorkSource system. Recruitment efforts, executed by WIOA Title 1 Youth Program staff, involves partnerships with Community Colleges, Adult Basic Ed, Youth serving organizations, Juvenile Justice, DSHS, Employment Security, Local area school districts and DVR.

Orientation provides an introductory meeting to educate youth on the programs/services available, including eligibility criteria and participation requirements. It also allows for a youth to determine if they want to pursue participation beyond self-service. Program orientations are conducted in groups and

in one-on-one sessions both in the center and in the community. Locations include Community College classrooms, DSHS-Community Services Offices, Community Centers, Libraries, Apprenticeship centers. Initial Assessment, including CASAS which identifies basic skills and literacy levels, determines additional assistance needed to complete education and/or obtain employment.

e. Low-income adult

The WorkSource partnership focuses on an integrated approach to service delivery to ensure comprehensive outreach and collaborative assistance to low-income adults. Outreach is conducted in the community to low-income adults who need employment services. Community outreach includes developing referral partnerships with community-based organizations who serve the targeted populations. Recruiting efforts involve partnerships with Employment Security, DSHS, community colleges, Adult Basic Ed, DVR, employers and other training providers. Orientation introduces job seekers to the programs/services available, including eligibility criteria and participation expectations. It helps a job seeker determine if they want to participate in services. Group or one-on-one orientations occur in the Center and the community, including college classrooms, DSHS-Community Services Offices, community centers, libraries, and apprenticeship centers.

f. Dislocated workers (including the long-term unemployed and under-employed)
Based on resources and need, the Benton-Franklin Workforce Council Dislocated Worker Programs utilize a wide range of outreach activities to connect with and inform workers of services available through the local One-Stop system. This includes:

- Media releases such as news stories and announcements through local television, print media, and utilization of social media such as WorkSource's Facebook and LinkedIn.
- Flyers distributed to Workforce partners that may encounter high levels of dislocated workers such as community and technical colleges and other training providers.
- Rapid response activities.
- Targeted outreach to the long-term unemployed.
- Targeted Industry/Employer hiring events.
- Partnerships with the Chambers of Commerce and Economic Development agencies.
- Attendance at military veteran stand downs.

g. Individuals with disabilities

Targeted outreach to individuals with disabilities is conducted in a number of ways in the Benton-Franklin Workforce area.

Access Tri-Cities (Allying Companies, Communities, and Employees with Skills for Success) is an annual event specific to conducting targeted outreach to individuals with disabilities. The committee is comprised of the collaborative efforts between local businesses, service providers, and individuals with disabilities.

The purpose of the event is designed to help increase awareness about diversity and disability in the workforce while helping to bridge the gap between service providers, employers and individuals with disabilities. It is also designed to meet the needs of businesses through the hiring of qualified individuals with disabilities.

- h. Describe outreach to Migrant and Seasonal Farm Workers (MSFW) to connect them to services in the local one-stop system.

Agricultural workers that come into WorkSource Columbia Basin for services are assisted by all program staff based upon need. There are a sufficient number of bilingual staff at the WorkSource to ensure that Agricultural workers can be served in the language of their preference.

The Employment Security Department operates the Migrant and Seasonal Farmworker (MSFW) Outreach program at WorkSource Columbia Basin and employs one MSFW Outreach Specialist. This position exists specifically to serve agricultural workers outside of the WorkSource office at the locations where agricultural workers work, live and/or congregate.

The MSFW Outreach Specialist is required to spend 60% of their time conducting outreach. This position collaborates with and conducts joint outreach with staff from the National Farmworker Jobs Program (NFJP) contractor, Opportunities Industrialization Center (OIC), WIOA Title I Adult, Dislocated Worker and Youth programs staff, and the AmeriCorps Youth outreach specialist at events where Agricultural Workers and their families will be present. During outreach information is shared about the resources available through the local WorkSource, additional community based resources to assist families, and current employment opportunities.

Regular connection with Farmworker Housing locations keeps the MSFW outreach worker abreast of migrant workers moving into the area and provides an opportunity to share information regarding local resources and employment opportunities.

Joint outreach is also conducted on a regular basis with MSFW Outreach Specialists from the two neighboring Workforce Development Areas, South Central and Eastern. This joint outreach is conducted to ensure that employers and agricultural workers that reside in county line communities are being adequately served.

The WorkSource Columbia Basin MSFW Outreach Specialist has also reached out to the program counterparts in California and has established open lines of communication and points of contact. When migrant agricultural workers are traveling to Washington for seasonal work they are given the contact information of

the WorkSource Columbia Basin MSFW Specialist to facilitate immediate connection to local employment and resources, and contact information for the MSFW Specialists in the specific area where they will be traveling.

5. Describe how the LWDB will coordinate education and workforce investment activities in the local area with relevant secondary and postsecondary education programs and activities to coordinate strategies, enhance services, and avoid duplication of services.

The Benton-Franklin Workforce Development Council will coordinate education and workforce investment activities in the local area with relevant secondary and postsecondary education programs by ensuring that all delivery models of program services are inclusive of all programs. This will ensure that strategies are coordinated, services are enhanced and will avoid duplication of services.

Coordinating education and workforce investment activities requires that both understand the needs of the other and that the programs are working in an integrated manner to ensure that all customers have equal access to secondary, postsecondary education and workforce investment activities including employment assistance.

6. Describe how the LWDB will facilitate development of career pathways and co-enrollment, as appropriate, in core programs, and improve access to activities leading to a recognized postsecondary credential (including a credential that is an industry-recognized certificate or certification, portable, and stackable).

(See Section III, 3e)

7. Describe how the LWDB will (i) facilitate engagement of employers, including small employers and employers in demand industry sectors and who have demand occupations, in workforce development programs; (ii) support a workforce development system that meets the needs of local businesses; (iii) better coordinate workforce development programs and economic development; and (iv) strengthen linkages between the one-stop delivery system and the state's Unemployment Insurance program. LWDBs that intend to use sector strategies for this engagement should complete the sector rubric in Attachment A for each sector prioritized.

(i) Facilitate engagement of employers, including small employers and employers in demand industry sectors and who have demand occupations, in workforce development programs

WorkSource Columbia Basin has a robust Business Services team that has representation from every partner program within the Benton-Franklin Workforce system. Participation on the Business Roundtable is a condition of partnership as outlined in the local Memorandums of Understanding with each partner. This broad spectrum of representation ensures that the team is sharing information between programs and that every program and customer demographic is included in discussions affecting strategies for outreach.

In alignment with the state level plan Benton-Franklin Workforce Council will be using the same business engagement measures that are being developed for reporting on the state level plan. The measures, as proposed at this time, will be able to identify market penetration of employers that are currently engaged with the local workforce system and the engagement efforts around increasing market penetration. The measures will allow the area to analyze the levels of work with small, medium, and large employers and at the same time allow sorting by industry sector. Having this data available will allow the local Business Services team to have informed discussions regarding how outreach efforts are being conducted and to strategize and align those efforts with both the needs of the community, employers, and the local board priorities.

(ii) Support a workforce development system that meets the needs of local businesses;

Support for a workforce development system that meets the need of local businesses is dependent upon having the data available that reflects the work being done and then determining what the needs of local business are. Through the use of Industry Sector Panels (refer to Section II, 2), the Benton-Franklin Workforce Development Council will facilitate ongoing dialog between the industry representatives on the panels and the Business Services team. The best way to know what the needs of the local businesses are is to ask them. Once the Business Services team is informed of the needs of the local businesses the team can align outreach, services and training development to meet those needs.

(iii) Better coordinate workforce development programs and economic development;

Coordination of workforce development programs and economic development is facilitated locally by ensuring that both are participating in discussions affecting economic development locally. Benton-Franklin Workforce Development council staff participate in all regular meetings held by local economic development organizations. Participation is intended to identify opportunities when the workforce system can directly interact and support local economic development. In addition the director of the local economic development organization serves on the Benton-Franklin Workforce Development Council Board of Directors. This ensures that economic development is continually engaged in the conversations affecting the local workforce system.

(iv) Strengthen linkages between the one-stop delivery system and the state's Unemployment Insurance program.

One of the functions at the core of the local one-stop delivery system is to assist Unemployment Insurance (UI) claimants with returning to work as quickly as possible. Every UI claimant that comes to WorkSource Columbia Basin can access the employment services and potentially training/retraining resources if applicable and eligible.

The primary UI program currently at WorkSource Columbia Basin is the Reemployment Services Eligibility Assessment (RESEA). Claimants within the first five weeks of their claim are eligible to be called in to the WorkSource to attend an orientation to WorkSource services and have a one-on-one appointment with a staff person to assess their employability, develop and employment plan and receive referral to additional resources that will assist the customer with returning to full-time employment.

The Universal Tax and Benefits (UTAB) system is scheduled to be introduced in 2016. The significance of this system is that it is the primary system for processing UI claims. The design of the system is that it will be able to interface with the WorkSourceWA.com job match and case management systems. A level of claimant information will be available in the WorkSourceWA.com system as a result of a submitted claim. This allows opportunity locally to design a service delivery that outreaches to claimants with specific skill-sets that match current employment opportunities. This focused outreach will allow staff to connect claimants seeking employment with employers that are seeking workers with specific skills.

8. Describe how the LWDB will implement initiatives such as incumbent worker training, on-the-job training, customized training, industry and sector strategies, career pathways, utilization of effective business intermediaries, and other business services and strategies to meet the needs of employers in the region.

Implementation of the items listed above will be methods of meeting specific employer needs based upon the information gathered during the Industry Sector Panel discussions. In our local efforts to realign the local workforce system as a customer driven system services will be developed and implemented as the result of specific employer needs. When the need for one of the items above has been identified for an employer, industry or customer cohort then resources will be allocated to design and implement a service delivery line that directly supports the need.

9. Describe how the LWDB will ensure continuous improvement of eligible providers of services and ensure that providers meet the employment needs of local employers, workers and job seekers.

The Benton-Franklin Workforce Development Council currently conducts quarterly monitoring of all contractors that currently hold service delivery contracts. The quarterly monitoring is intended to give ongoing feedback on performance within the contract and to analyze feedback from job seekers, employers, and workers to identify any areas of concern.

If a local service provider fails to achieve 85 percent average performance across the state and federal core indicators for WOIA Title I, the WDC will require the local service contractor to submit either a performance improvement plan or a modified local plan to the WDC. If such failure continues for a second consecutive year, the WDC may require the development of a plan that is developed in accordance with a state level required reorganization plan. If the state is sanctioned by DOL for poor performance, ESD will withhold a proportional amount of funds from local areas based on their average performance

across the state and federal core indicators. These funds will in turn be withheld from the local service provider or partner organization.

10. Describe how the LWDB will develop an implementation timeline and strategy for wireless Internet access at comprehensive one-stop centers.

The Benton-Franklin Workforce Development Council and WorkSource Columbia Basin have had wireless internet available for customer usage for over five years. To date the strategy for wireless internet capabilities has been focused on allowing customers to have wireless access to be able to use their own technology devices to conduct their job search and employment preparedness activities.

In February 2016 the State Wireless Area Network (WAN) was installed at WorkSource Columbia Basin. This wireless network is connected to the state network and allows for additional service delivery strategies. New strategies include the usage of wireless devices that allow staff to be able to provide services to customers in a mobile manor. Through the use of wireless surface computers staff can now interact with customers in the resource room or during workshops and have a real-time connection to the WorkSourceWA.com job matching and case management data systems.

11. Describe how the LWDB will facilitate access to services provided through the one-stop delivery system, including in remote areas, through the use of technology and other means.

The Benton-Franklin Workforce Development Council uses customer and staff feedback along with performance and customer information to assure and facilitate access to services provided through the one-stop delivery system. At this time the Columbia Basin leadership team, which has leadership representation from all WorkSource Columbia Basin partners, meets monthly to share information, analyze the feedback and data and recommend adjustments to the service delivery system as appropriate.

WorkSource Columbia Basin is moving forward with developing access to the services available through the WorkSource system by developing relationships with the Benton and Franklin counties libraries and other access points that can facilitate computer and internet access.

Mass marketing of the WorkSourceWA.com system in the local area is intended increase access to services without having to come into the Columbia Basin WorkSource office. All programs will be interacting with the new system to identify non-traditional methods of service delivery that can meet customer needs where they are as opposed to the traditional model that required the job seeking and employer customers to come to the services.

Through competitive contracting the Benton-Franklin Workforce Development Council will be identifying a one-stop operator for the WorkSource Columbia Basin office. The one-stop operator will have a contract obligation to ensure that customer access to services is

continuously reviewed and that the appropriate conversations are happening among the partnership to guarantee continuous improvement in the local service delivery system.

12. Describe how the LWDB, operators, and partners within the local one-stop delivery system will comply with Section 188, if applicable, and applicable provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) regarding the physical and programmatic accessibility of facilities, programs and services, technology, and materials for individuals with disabilities, including providing staff training and support for addressing the needs of individuals with disabilities.

WorkSource Columbia Basin partners and operator conduct regular program reviews for both accessibility and compliance with Section 188 and the Americans with Disabilities Act of 1990. The Benton-Franklin Workforce Development Council conducts annual monitoring regarding physical and programmatic accessibility of the facility, programs and services, technology and materials for individuals with disabilities. All disparities found during the program reviews and/or monitoring are addressed immediately to assure accessibility for all customers.

Annual all-staff training is held to provide staff with the information necessary to be able to assist individuals with disabilities to use installed ADA equipment to access all the available services at the same level as all other customers. Staff are trained how to use the installed ADA equipment in support of assisting those customers that need it.

The Division of Vocational Rehabilitation staff assigned to the office serve as a technical support resource to staff and customers in the use of all installed ADA equipment and availability of resources to support customers with disabilities.

13. Assess the type and availability of adult and dislocated worker employment and training activities in the local area. Please use Attachment D to list and describe adult, dislocated worker and training activities in the local area.

All individuals enrolled in WIOA activities in Benton and Franklin Counties will be offered training and related services from the WIOA Title I Adult and/or Dislocated Worker service provider, including but not limited to the following:

- a. Initial and intensive assessment of the capabilities, needs, and vocational potential of the individual
- b. The development of an individual employment plan (IEP) based on assessment
- c. Access to a multitude of non-WIOA funded training and support service partner agencies/organizations to achieve the goals identified in the IEP
- d. Counseling for basic and occupational skill development and support services
- e. Pre-employment and work maturity skills training when coupled with basic skills or occupational skills training
- f. Training such as basic skills, General Equivalency Diploma attainment, literacy and English as a second language, institutional and on-the job skill training

- g. Job referral and placement into occupations in demand and related to the training provided that leads to job retention and wage progression

The WIOA contractor must deliver client services in a manner that supports the WIOA-Title I services through the One-Stop delivery. These services will be delivered through trained, competent staff with the skills, knowledge, and attitudes that are foundational to all levels of client services. Service providers must be willing to perform the following critical work functions and key activities surrounding WIOA client services within policies and procedures including but not limited to:

- a. Determining appropriateness and eligibility for services
- b. Conducting intake and ongoing assessments required through policy
- c. Providing support services necessary for an individual to participate
- d. Consultation regarding education and training opportunities
- e. Coordinating services
- f. Development and maintaining records
- g. Coordinating with the Business Services staff

Comprehensive case management begins when the client needs intensive services to successfully attain employment and self-sufficiency. The move from basic/individualized career services to training services will require eligibility determination and registration into the WIOA Adult or Dislocated Worker Program. The provider must be able to ensure 100% eligibility verification documentation as well as supervisory review and approval.

- 14. Assess the type and availability of youth workforce investment activities in the local area, including activities for those with disabilities. Identify successful models of such youth workforce investment activities. Please use Attachment D to list and describe youth workforce investment activities in the local area.

Throughout the service delivery model for services to youth, the overarching objective is to mimic the Workforce Board's Objective 6: *Job search and placement for people into first careers; help students locate and land jobs*. Moreover, as the objective is further amplified; "to strengthen partnerships between the education and WorkSource systems to share job-finding information and resources. Increase the use of the successful navigator model that provides brokers to help students understand the world of work and connect with employers. Help students identify their knowledge, skills and abilities and package themselves to meet the needs of the job. Teach students job search skills such as how to sift through job listings, write a resume, fill out a job application, and impress in an interview. Teach students networking skills. Bring together schools and colleges with business and labor organizations so students have easier access to potential jobs."

The service providers are solicited through the WDC procurement process to deliver services on-site at the WorkSource Columbia Basin facility. As a qualifying condition, in addition to demonstrating the capacity to craft a program model that encompasses the above program

elements, providers are also required to ensure that they will deliver the following six components on a year round basis:

- a. Outreach, Recruitment & Orientation
- b. Eligibility Determination and Registration
- c. Objective Assessment
- d. Individual Service Strategy (ISS)
- e. Case Management
- f. Referral

Providers are required to work in cooperation with local labor organizations to refer and encourage program enrollees to explore “pre-apprenticeship” programs, in particular women and minorities, who are interested in non-traditional occupations for both ISY and OSY. Several trades/apprenticeship programs have pre-requisites to entering the program, which includes educational skills criteria. Service providers must be willing to ensure enrollees are working towards these skills criteria so that individuals can qualify for application and consideration for apprenticeship training. These activities will be identified in the eligible clients’ Individual Service Strategy (ISS).

Our local area has chosen to conduct core and intensive services at our Center, rather than through a separate standalone facility. We believe that this provides an additional point of entry and increases the likelihood of enrolling OSY who no longer have ties to school networks. This strategy has the additional benefit of exposing youth and community members to the resources available at the WSCB. We also coordinate with the Housing Authorities and the juvenile justice system.

The funding split between In-School Youth and Out-of –School Youth is evaluated annually to reflect community needs. The split in the base year of this plan is 70% OSY/30% ISY.

The Youth Council has made a conscious decision to provide no services to dropout youth under the age of 16. In order to meet the objective of the State Workforce Board to “keep kids in school,” we will not provide an alternative for youth to receive a GED prior to their expected date of graduation. Area youth served with Workforce Investment Act funds will be served in coordination with a local area school district to complete the required courses for a high school diploma as provided in chapter 180-50 WAC. The WDC will not engage with any contractor that does not share our philosophy that GED only be used as a last resort. Activities may include dropout prevention, credit retrieval, and recovery.

15. Describe how the LWDB will coordinate workforce investment activities carried out in the local area with statewide rapid response activities.

The Benton-Franklin Workforce Development Council coordinates all local rapid response activities by ensuring that the local Rapid Response team consists of the appropriate services and programs necessary to assist dislocated workers with UI assistance, connection to reemployment services and/or training/retraining assistance. All Rapid Response events

include WIOA Title I Adult and Dislocated Worker program representatives, ESD Unemployment Insurance representatives, Business Services representation and Wagner-Peyser reemployment representatives. When a notice of dislocation is issued or a WARN notification received the Rapid Response team meets and prepares to support the company and dislocated employees.

16. Describe how the LWDB will coordinate workforce investment activities carried out in the local area under Title I with the provision of transportation, including public transportation, and other appropriate supportive services in the local area.

Public transportation is readily available and easy to access in the Benton-Franklin Workforce Development Council service delivery area. Local WIOA Title I programs will align with the provision of transportation and other appropriate services in the local area by providing the supportive services, as authorized within the guidelines of each of the WIOA Title I programs and based on specific customer need to support training and/or reemployment.

17. Describe plans and strategies for, and assurances concerning, maximizing coordination of services provided by the State employment service under the Wagner-Peyser Act (29 U.S.C. 49 et seq.) and services provided in the local area through the one-stop delivery system to improve service delivery and avoid duplication of services.

The Benton-Franklin Workforce Development Council will be developing a local Memorandum of Understanding (MOU) with the local State employment service under the Wagner-Peyser Act to align workforce activities with the provisions of WIOA Title III. Included in the MOU will be specifics regarding local integration of service delivery systems to ensure that local Wagner-Peyser services delivered through the local service delivery system are included in all workforce activities, discussions, outreach and service delivery model designs. The MOU will also clearly outline and articulate the expectations and process for review of local Wagner-Peyser service delivery programs for performance and alignment with all other local workforce system programs.

18. Describe how the LWDB will coordinate workforce investment activities in the local area carried out under Title I with the provision of adult education and literacy activities in the local area carried out under Title II, including a description of how the LWDB will carry out, per WIOA Section 107(d)(11) and Section 232, the review of local applications submitted under Title II.

The Benton-Franklin Workforce Development Council will be developing a local Memorandum of Understanding (MOU) with the local Adult Education and Literacy provider to align workforce activities with the provisions of WIOA Title II. Included in the MOU will be specifics regarding local integration of service delivery systems to ensure that WIOA Title II program providers are included in all workforce activities, discussions, outreach and service delivery model designs. The MOU will also clearly outline and articulate the expectations and process for review of local applications submitted under WIOA Title II to ensure alignment with the local workforce system.

19. Describe the cooperative agreements between the LWDB, any local entities that serve individuals with disabilities (101(a)(11)(B) of the Rehabilitation Act of 1973) and local Division of Vocational Rehabilitation and Department of Services for the Blind offices. The agreements and descriptions should describe how all parties will improve services to individuals with disabilities and will also include descriptions of joint activities. Examples include but are not limited to, cross training of staff, providing technical assistance, information sharing, cooperative business engagement, and other efforts to improve coordination.

The Department of Social and Health Services, Division of Vocational Rehabilitation (DVR) and Developmental Disabilities Administration (DDA), Customer Service Office (CSO), Department of Services for the Blind (DSB), Edith Bishel Center for the Blind and Visually Impaired, and the Disabled Veterans Outreach Program (DVOP), work collaboratively with WorkSource programs to coordinate services for local customers. Staff from these programs work together to serve customers across workforce development programs, and promote quality customer services in person and online. DVR Counselors make cross referrals to WorkSource programs and integrate services for individuals with disabilities with staff from the DVOP program, the Worker Retraining program, and the WIOA Title I Adult and Dislocated Worker programs. The WorkSource Career Pathway Navigator provides services to match job seekers to the programs that best meet their needs and does outreach to partners and community service providers.

The Benton-Franklin Workforce Development Council will be developing local Memorandums of Understanding (MOU's) with each partner that will clearly outline how all parties will improve services to individuals with disabilities and will also include descriptions of joint activities. Examples include but are not limited to, cross training of staff, providing technical assistance, information sharing, cooperative business engagement, and other efforts to improve coordination.

20. Describe the competitive process to be used to award sub-grants and contracts in the local area for activities carried out under Title I.

The Benton-Franklin Workforce Development Council (WDC) conducts all service provision procurements in a manner that provides full and open competition to the extent practical. Proposals are encouraged through public release of requests for proposals. The WDC maintains a comprehensive list of organizations that wish to be notified of all RFP's. We actively encourage all community organizations as well as faith-based organizations to participate in the delivery of area workforce services. The WDC has established a formal proposal review and contract award process which includes procedures to ensure that each proposal submitted is given a thorough, quality analysis and in-depth review, so that proposals which best meet the goals and objectives for the best dollar value are selected. Each proposal is evaluated and numerically rated based on weighted criteria including, but not limited to: program design, price and reasonableness of cost, performance goals and accountability, program management/agency capacity and qualifications, and special program features/use of non-WIOA funds.

- Awards will be made to responsible organizations possessing the demonstrated ability to perform successfully under the terms and conditions of a proposed contract. This is a formally established process. Demonstrated ability to perform job training, basic skills training and related activities, fiscal accountability and the ability to meet performance standards are pre-requisites to proposal consideration. While each proposal is rated on a variety of criteria, within each category is an evaluation of past performance. Past performance with providing WIOA or comparable programs will be considered with regard to fiscal and program services planned vs. actual. In determining demonstrated performance of organizations that provide training, such performance measures as retention in training, training completion, and job placement shall be taken into consideration.
- The ability of proposers to provide services that can lead to achievement of competency standards for participants with identified deficiencies is evaluated and considered in the award of any service provision contract.
- Procurement documentation is maintained by the WDC. The documentation includes the rationale for: type of procurement utilized; type of agreement selected; the selection or rejection of an awardee; and the basis for agreement funding.
- An analysis of the reasonableness of costs and prices is conducted by both WDC staff and proposal review panel members. This includes a determination of reasonableness of administrative and operational costs when compared to program activities provided, and whether costs appear consistent with the operation of similar organizations or programs. Assurances are made through documentation that funds are utilized in a manner that will produce the maximum benefit at an acceptable cost and with minimum overhead.
- All contracts to provide WIOA programs are cost reimbursement agreements. Contract negotiation includes evaluation to ensure that program income for government and non-profit organizations is not excessive. Any program income generated under a WIOA agreement must be used in accordance within the guidelines and regulations of WIOA.
- The WDC is an equal opportunity employer/program, and this policy is adhered to when procuring for services. Where proposals are evenly rated, the review panel may use special considerations to determine the recommended provider. These considerations may include community-based organizations, educational agencies, and women and minority-owned businesses.
- All service provision contract procurement is conducted in a fair and open competitive process. During this process, it is determined and documented which agencies or organizations will be more effective in the delivery of all services, including educational services. Where proposals are evenly rated, and one of these proposals has been submitted by an educational institution, the tiebreaker shall go to the educational institution.
- Contract performance regarding services and expenditures is reviewed on a monthly basis by WDC staff and on a quarterly basis by the WDC committees. A contractor that fails to meet specific performance outcomes of the contract for a short period of time will be required to submit and implement a corrective action plan to the appropriate committee. WDC staff also provides technical assistance to aid

correction where possible and appropriate. If the issue(s) fails to be corrected after a sustained period, the WDC reserves the right to terminate contract(s) based on non-performance, as noted in contractual language.

- The Service Provider Procurement Policy will be amended as appropriate at the time any changes required by Department of Labor regulations for the Workforce Investment Act.

Selection criteria for contracts awarded in the procurement of WIOA services:

- a) History of the organization in the operation of similar programs.
 - b) Geographical location of the organization and/or ability to the organization to provide services to underserved and outlying areas and communities.
 - c) Demonstrated effectiveness to meet outcomes in program, design, outreach, and administration.
 - d) Development of program evaluation and strategies for meeting the contracted goals.
 - e) Documented evidence of the contracted organizations collaborative participation with community partners and other community services.
 - f) Cost reasonableness (as determined by the WDC) of program operation and ability to leverage in-kind contributions.
 - g) Program design that provides staff time to shared job duties determined by the WorkSource Columbia Basin Leadership Team.
 - h) Program design that provides staff time to shared job duties with the Employer Marketing Team and the Business Services Desk.
 - i) Program design that effectively meets the needs of the target groups and supports the WDC goals of closing the skill gap, job retention and wage progression, and retraining for dislocated and incumbent workers to obtain or maintain employment in as short a time as possible.
 - j) The WDC will only engage with contractors that share our philosophy that GED only be used as a last resort for participants of WDC funded youth programs.
 - k) Additional criteria maybe added according to the requirements set forth by the Department of Labor and state partner organization.
21. Describe how adult and dislocated worker training services will be provided, including, if contracts will be used, how the use of such contracts will be coordinated with the use of individual training accounts and how the LWDB will ensure informed customer choice in the selection of training programs regardless of how the training services are to be provided.

WIOA Adult Services

All individuals enrolled in WIOA activities in Benton and Franklin Counties will be offered training and related services from the WIOA service provider, including but not limited to the following:

- a) Initial and intensive assessment of the capabilities, needs, and vocational potential of the individual
- b) The development of an individual employment plan (IEP) based on assessment

- c) Access to a multitude of non-WIOA funded training and support service partner agencies/organizations to achieve the goals identified in the IEP
- d) Counseling for basic and occupational skill development and support services
- e) Pre-employment and work maturity skills training when coupled with basic skills or occupational skills training
- f) Training such as basic skills, General Equivalency Diploma attainment, literacy and English as a second language, institutional and on-the job skill training
- g) Job referral and placement into occupations in demand and related to the training provided that leads to job retention and wage progression

Staff Work Functions for Adults

The WIOA contractor must deliver client services in a manner that supports the WIOA-Title I services through the One-Stop delivery. These services will be delivered through trained, competent staff with the skills, knowledge, and attitudes that are foundational to all levels of client services. Service providers must be willing to perform the following critical work functions and key activities surrounding WIOA client services within policies and procedures including but not limited to:

- a) Determining appropriateness and eligibility for services
- b) Conducting intake and ongoing assessments required through policy
- c) Providing support services necessary for an individual to participate
- d) Consultation regarding education and training opportunities
- e) Coordinating services
- f) Development and maintaining records
- g) Coordinating with the Business Services staff

Comprehensive case management begins when the client needs intensive services to successfully attain employment and self-sufficiency. The move from core to intensive services will require eligibility determination and registration into the WIOA Adult Program. The provider must be able to ensure 100% eligibility verification documentation as well as supervisory review and approval.

WIOA Dislocated Worker Services

All individuals enrolled in WIOA activities in Benton and Franklin Counties will be offered training and related services, including but not limited to the following:

- a) Initial and intensive assessment of the capabilities, needs, and vocational potential of the individual
- b) The development of an individual employment plan (IEP) based on assessment
- c) Access to a multitude of non-WIOA funded training and support service partner agencies/organizations to achieve the goals identified in the IEP
- d) Counseling for basic and occupational skill development and support services
- e) Pre-employment and work maturity skills training when coupled with basic skills or occupational skills training
- f) Training such as basic skills, General Equivalency Diploma attainment, literacy and English as a second language, institutional and on-the-job skill training

- g) Job referral and placement into occupations in demand and related to the training provided that leads to job retention and wage progression

The WDC contractor will deliver client services in a manner that supports the WIOA-Title I services through the One-Stop delivery system. These services will be delivered through trained, competent staff with the skills, knowledge, and attitudes that are foundational to all levels of client services. Staff will perform the following critical work functions and key activities surrounding WIOA client services within policies and procedures including but not limited to:

- a) Determining appropriateness and eligibility for services
- b) Conducting intake and ongoing assessments required through policy
- c) Providing support services necessary for an individual to participate
- d) Consultation regarding education and training opportunities
- e) Coordinating services
- f) Development and maintaining records
- g) Coordinating with the Business Services Unit (BSU)

22. Describe how one-stop centers are implementing and transitioning to an integrated, technology-enabled intake and case management information system for WIOA programs and programs carried out by one-stop partners.

The workforce system for the entire State of Washington is in the midst of implementing and transitioning to an integrated, technology-enabled intake and case management information system for WIOA programs and programs carried out by one-stop partners. The new WorkSourceWA.com job match and case management systems will be introduced this year. The Job Match system is heavily dependent upon job seeker and employer input to populate the information in the system that will be then use technology to match job seekers skill sets with employer needs.

The case management system is designed to be a universal system for all program case managers to be able to use that shares information across programs. This technology allows for information to be input into the system one time and then be available to whatever program best serves the customer needs.

The new technology creates some real opportunity for the Benton-Franklin Workforce Development Council and WorkSource Columbia Basin to use technology to become much more integrated as a system and much more innovation in the design and delivery of services.

23. Please use Attachment E to provide a list of current workforce board members and indicate how the membership of the board complies with either the requirements of WIOA or those of an alternative entities requesting certification as an LWDB. Alternative entities must show that they have filled their membership categories, and that the categories are substantially similar to those in WIOA. Describe your efforts to broadly recruit new and replacement board members from across the Local Area.

(See attachment E)

Section IV

Performance Accountability Component of the Plan

LWBDs must include information on performance accountability for the local area's workforce development system. The adjusted levels of performance on (1) federal common measures must be included in Appendix A of the plan. Future years' performance targets will be appended to the local plan at an appropriate later date. The Workforce Board will supply LWDBs with available performance information.

The plan must address each of the following overall goals for performance accountability:

1. How performance information on workforce development programs informs local strategic planning.

System performance data will be used to provide the Workforce Development Council and other stakeholders with information necessary to gain perspective on the system's operations and resulting outcomes for the benefit of business, job seeker, and youth customers. The data will help develop system-wide objectives and strategies that respond more effectively to gaps in services. Although the Workforce Development Council has limited authority over any program outside Workforce Innovation Title I, it shapes local strategies to address broad workforce development issues. Program performance data will provide important information for those strategies.

2. How performance information is used to oversee WorkSource system and WIOA Title I.

The soon to be implemented WorkSource Integrated Technology (WIT) System engineered through a collaboration between Monster and Social Solutions will serve as the backbone for data collection of Wagner-Peyser and WIOA Title I performance accountability information following state and Department of Labor proposals. Service providers continuously collect, monitor, and review program performance data in relation to customer outcomes. Performance data will be made available to WorkSource partners and WIOA program operators through WIT and special reports generated no less than quarterly.

3. How WorkSource system and WIOA Title I performance information is used by program operators to inform continuous quality improvement in their day-to-day management.

WIOA Title I service providers meet monthly to review performance outcome data, budgets and to problem solve. WorkSource Leadership meetings and WDC Committee Meetings are other venues for performance evaluation. In addition, the WorkSource Leadership meeting coordinates services across programs for job seekers and business customers.

4. How performance information is used to conduct performance-based intervention. LWDBs will be held accountable for the results of WIOA Title I through a system of

performance-based interventions, and will share in accountability for career and technical education (CTE) and adult education (ABE/ESL) results.

The Workforce Development Council will be accountable for the results of WIOA Title I programs through a system of performance-based interventions. It will also share in accountability for vocational education and adult education results through WIA section 503 performance incentives.

WIOA authorizes incentive funding for states that exceed the “adjusted levels of performance” in WIOA Title I, adult education and family literacy, and Carl D. Perkins vocational education. A state that achieves 100 percent on the average of all the federal core indicators will be considered to have exceeded the adjusted levels of performance.

If Washington receives the 503 incentive award in this planning cycle, the Workforce Council is expected to allocate the funds to local areas that achieved the expected level of performance in these programs. Washington will likely use the same 100 percent formula for determining whether or not areas have exceeded their expected levels of performance, except that Washington will include performance on the state core measures as well as the federal common measures. While the local councils may use the funds for any purpose authorized under any of the program authorizing legislation, the funds must be used for system-building initiatives as opposed to simply adding resources to individual programs, i.e., Workforce Investment Title 1 Adult, Title II Education and Family Literacy or Carl D. Perkins Vocational and Applied Technology Education.

For WIOA Title 1, the state will earmark a portion of the state set-aside funds to reward local areas that exceed 100 percent of the average of the expected levels of performance for the state and federal common measures. The Employment Security Department will allocate these funds to local areas.

If the state fails to meet the adjusted levels of performance on the federal common measures for WIOA Title 1 for two consecutive years, the Department of Labor (DOL) may withhold up to 5 percent of the state’s Workforce Investment Title 1 funds. DOL will consider states to have failed to meet the level if the average level of performance across the indicators falls below 80 percent.

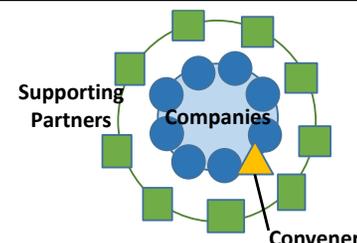
If a local area fails to achieve 80 percent average performance across the state and federal measures for Workforce Investment Title I, the Employment Security Department will require the local Council to submit either a performance improvement plan or a modified local plan to the state. If such failure continues for a second consecutive year, the Governor may require a reorganization plan. If the state is sanctioned by DOL for poor performance, ESD will withhold a proportional amount of funds from local areas based on their average performance across the state and federal core indicators.

The Workforce Board will issue performance targets once negotiations are complete as Attachment I to this plan.

Attachment A: Sector Partnership Framework

Washington Industry Engagement Framework or Sector Partnership Framework

Sector partnerships are **partnerships** of companies, from the same industry and in their natural labor market region, with education, workforce development, economic development and community organizations that focus on a set of key priority workforce and other issues identified by the target industry.



Phase I: Prepare your team

Goal: build buy-in & support

- Build a team of workforce, education and economic development leaders for ongoing joint decision-making
- Inventory current sector partnership or industry-targeted efforts
- Decide on initial roles & responsibilities – who has the credibility to lead a sector partnership, what support can partners commit to
- Commit to looking at LMI data together

Sample measures of progress

- Partners identified
- Meetings held
- Agreements developed
- Resources committed

Phase II: Investigate

Goal: determine target industries

- Determine growth sectors to investigate
- Ensure relevance for the region
- Evaluate against 10+ consideration relating to growth, relevance to economic development activities, and other key factors

Sample measures of progress

- Data provided
- Partners select key industries to explore

Phase III: Inventory and Analyze

Goal: build baseline knowledge of industry

- Conduct a baseline review of demand-side (employer) and supply-side (labor pool) data
- Analyze industry trends, review existing research
- Analyze data and develop a brief industry “report” or “snapshot” to start the engagement with employers
- Identify business champions to bring industry to the table

Sample measures of progress

- Industry “snapshot” or “report” ready for first meeting
- Industry champions identified
- Companies invited

Phase IV: Convene

Goal: build industry partnership, prioritize activities

- Prepare support team and set expectations for the meeting – business talking to business
- Hold event to find out what’s new in industry, growth opportunities, and related needs
- Ask industry to identify and prioritize key issues
- Determine whether additional resources are needed

Sample measures of progress

- Plan for action developed
- Task forces identified
- Staff and chairs identified/ assigned

Phase V: Act

Goal: Implement initiatives

- Develop Operational Plan
- Execute plans, monitor progress
- Provide status reports to partnership, task forces, stakeholders
- Identify road blocks and address them

Sample measures of progress

- Metrics specific to project identified and reported

Phase VI: Sustain and evolve

Goal: grow the partnership

- Identify next opportunities
- Start the process over again at the appropriate phase
- Grow the partnership

Sample measures of progress

- New projects identified
- New resources added



Directions: Complete the table below to describe current and future activities for at least the next two years for each sector partnership. Please start at the appropriate phase based on the current status of the sector partnership. Please complete one table per sector.

Attachment A: Sector Partnership

Sector to be served: Healthcare_____

Check one: ___Regional ___X___Local

Phase	Timeline for each phase	Activities anticipated for each phase to be implemented. Please indicate how each LWDB will participate for sectors that will be served in a cross-regional plan.	Anticipated outcome(s) for each phase	Measure(s) of progress for each phase
Phase I: Prepare your team <i>Goal: build buy-in & support</i>	June 2016	Develop the local Business Roundtable Team into a workforce strategy team and prepare them to meet with industry representatives during an industry panel discussion to identify “true” employer workforce needs and challenges.	Team understanding of the goals and objectives	Team prepared to develop employer list
Phase II: Investigate <i>Goal: determine target industries</i>	June 2016	Identify the employers within an industry that will be invited to participate in the industry panel discussions.	List of 5 to 10 employers and invitations prepared	Identified employers have been invited
Phase III: Inventory and Analyze <i>Goal: build baseline knowledge of industry</i>	June 2016	Analyze industry labor market data to understand the current workforce and base skills that support a specific industry.	Team discussion of industry labor market data	Team understanding of the data
Phase IV: Convene <i>Goal: build industry partnership, prioritize activities</i>	July 2016	Convene and facilitate the discussion between Business Roundtable members and industry representatives. Analyze and align the industry labor market data with employer feedback.	Alignment of data with industry needs	1 to 3 areas for strategy development
Phase V: Act <i>Goal: Implement initiatives</i>	July 2016	Design, develop and stack service delivery elements to best support the workforce needs of the industry.	Service delivery options to support areas identified	Service options to implement
Phase VI: Sustain and evolve <i>Goal: grow the partnership</i>	TBD	Convene the panel discussions annually to ensure continued alignment of the Workforce system and Industry needs.	Ongoing discussion of needs feedback on implemented services	Continuous improvement, begin again at phase IV.

Attachment A: Sector Partnership

Sector to be served: Business Services

Check one: Regional Local

Phase	Timeline for each phase	Activities anticipated for each phase to be implemented. Please indicate how each LWDB will participate for sectors that will be served in a cross-regional plan.	Anticipated outcome(s) for each phase	Measure(s) of progress for each phase
Phase I: Prepare your team <i>Goal: build buy-in & support</i>	July 2016	Develop the local Business Roundtable Team into a workforce strategy team and prepare them to meet with industry representatives during an industry panel discussion to identify “true” employer workforce needs and challenges.	Team understanding of the goals and objectives	Team prepared to develop employer list
Phase II: Investigate <i>Goal: determine target industries</i>	July 2016	Identify the employers within an industry that will be invited to participate in the industry panel discussions.	List of 5 to 10 employers and invitations prepared	Identified employers have been invited
Phase III: Inventory and Analyze <i>Goal: build baseline knowledge of industry</i>	July 2016	Analyze industry labor market data to understand the current workforce and base skills that support a specific industry.	Team discussion of industry labor market data	Team understanding of the data
Phase IV: Convene <i>Goal: build industry partnership, prioritize activities</i>	August 2016	Convene and facilitate the discussion between Business Roundtable members and industry representatives. Analyze and align the industry labor market data with employer feedback.	Alignment of data with industry needs	1 to 3 areas for strategy development
Phase V: Act <i>Goal: Implement initiatives</i>	August 2016	Design, develop and stack service delivery elements to best support the workforce needs of the industry.	Service delivery options to support areas identified	Service options to implement
Phase VI: Sustain and evolve <i>Goal: grow the partnership</i>	TBD	Convene the panel discussions annually to ensure continued alignment of the Workforce system and Industry needs.	Ongoing discussion of needs feedback on implemented services	Continuous improvement, begin again at phase IV.

Attachment A: Sector Partnership

Sector to be served: Construction

Check one: Regional Local

Phase	Timeline for each phase	Activities anticipated for each phase to be implemented. Please indicate how each LWDB will participate for sectors that will be served in a cross-regional plan.	Anticipated outcome(s) for each phase	Measure(s) of progress for each phase
Phase I: Prepare your team <i>Goal: build buy-in & support</i>	August 2016	Develop the local Business Roundtable Team into a workforce strategy team and prepare them to meet with industry representatives during an industry panel discussion to identify “true” employer workforce needs and challenges.	Team understanding of the goals and objectives	Team prepared to develop employer list
Phase II: Investigate <i>Goal: determine target industries</i>	August 2016	Identify the employers within an industry that will be invited to participate in the industry panel discussions.	List of 5 to 10 employers and invitations prepared	Identified employers have been invited
Phase III: Inventory and Analyze <i>Goal: build baseline knowledge of industry</i>	August 2016	Analyze industry labor market data to understand the current workforce and base skills that support a specific industry.	Team discussion of industry labor market data	Team understanding of the data
Phase IV: Convene <i>Goal: build industry partnership, prioritize activities</i>	September 2016	Convene and facilitate the discussion between Business Roundtable members and industry representatives. Analyze and align the industry labor market data with employer feedback.	Alignment of data with industry needs	1 to 3 areas for strategy development
Phase V: Act <i>Goal: Implement initiatives</i>	September 2016	Design, develop and stack service delivery elements to best support the workforce needs of the industry.	Service delivery options to support areas identified	Service options to implement
Phase VI: Sustain and evolve <i>Goal: grow the partnership</i>	TBD	Convene the panel discussions annually to ensure continued alignment of the Workforce system and Industry needs.	Ongoing discussion of needs feedback on implemented services	Continuous improvement, begin again at phase IV.

Attachment A: Sector Partnership

Sector to be served: Manufacturing Agricultural

Check one: Regional Local

Phase	Timeline for each phase	Activities anticipated for each phase to be implemented. Please indicate how each LWDB will participate for sectors that will be served in a cross-regional plan.	Anticipated outcome(s) for each phase	Measure(s) of progress for each phase
Phase I: Prepare your team <i>Goal: build buy-in & support</i>	September 2016	Develop the local Business Roundtable Team into a workforce strategy team and prepare them to meet with industry representatives during an industry panel discussion to identify “true” employer workforce needs and challenges.	Team understanding of the goals and objectives	Team prepared to develop employer list
Phase II: Investigate <i>Goal: determine target industries</i>	September 2016	Identify the employers within an industry that will be invited to participate in the industry panel discussions.	List of 5 to 10 employers and invitations prepared	Identified employers have been invited
Phase III: Inventory and Analyze <i>Goal: build baseline knowledge of industry</i>	September 2016	Analyze industry labor market data to understand the current workforce and base skills that support a specific industry.	Team discussion of industry labor market data	Team understanding of the data
Phase IV: Convene <i>Goal: build industry partnership, prioritize activities</i>	October 2016	Convene and facilitate the discussion between Business Roundtable members and industry representatives. Analyze and align the industry labor market data with employer feedback.	Alignment of data with industry needs	1 to 3 areas for strategy development
Phase V: Act <i>Goal: Implement initiatives</i>	October 2016	Design, develop and stack service delivery elements to best support the workforce needs of the industry.	Service delivery options to support areas identified	Service options to implement
Phase VI: Sustain and evolve <i>Goal: grow the partnership</i>	TBD	Convene the panel discussions annually to ensure continued alignment of the Workforce system and Industry needs.	Ongoing discussion of needs feedback on implemented services	Continuous improvement, begin again at phase IV.

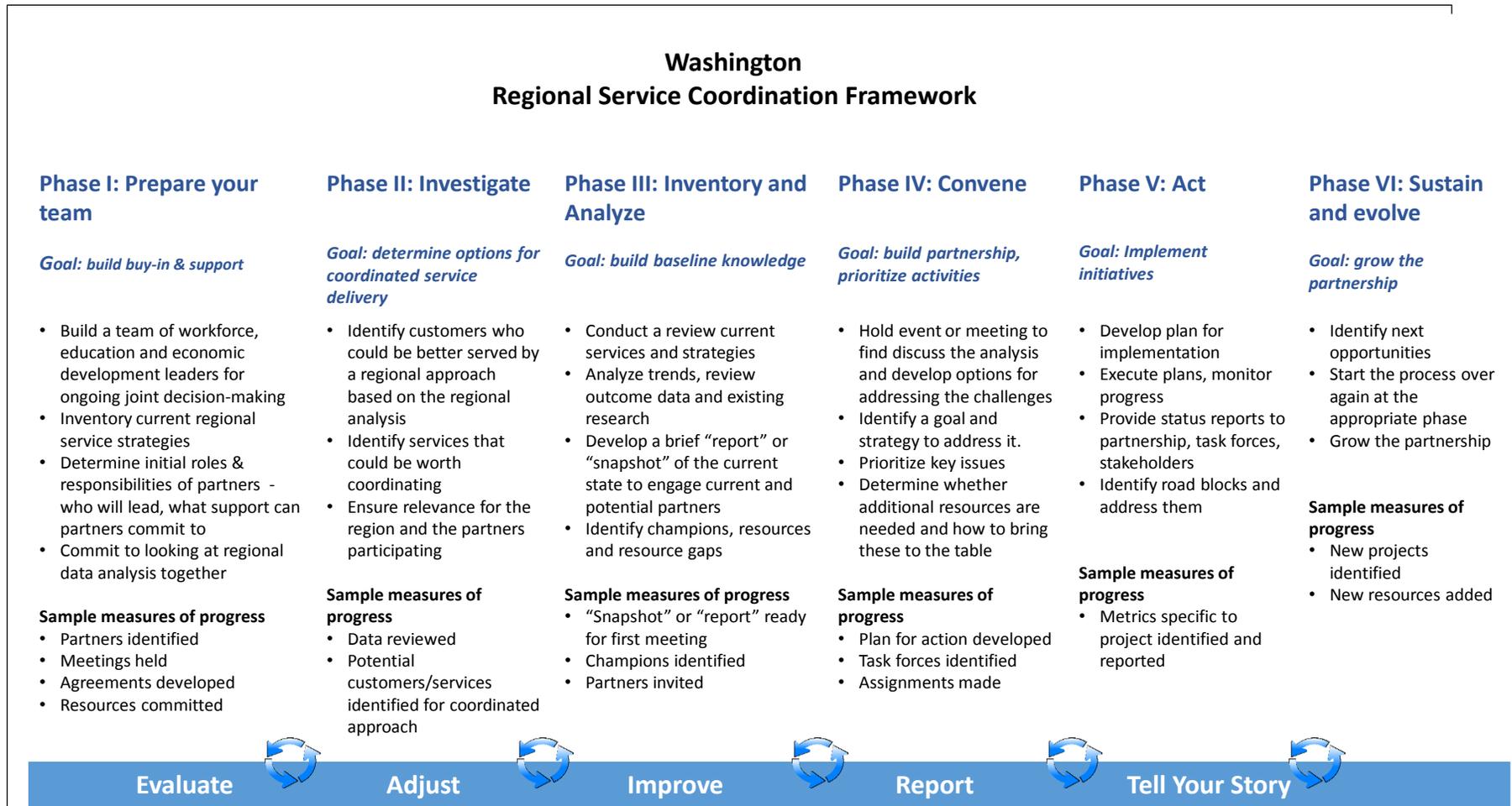
Attachment A: Sector Partnership

Sector to be served: Trades

Check one: Regional Local

Phase	Timeline for each phase	Activities anticipated for each phase to be implemented. Please indicate how each LWDB will participate for sectors that will be served in a cross-regional plan.	Anticipated outcome(s) for each phase	Measure(s) of progress for each phase
Phase I: Prepare your team <i>Goal: build buy-in & support</i>	October 2016	Develop the local Business Roundtable Team into a workforce strategy team and prepare them to meet with Trades representatives during a panel discussion to identify needs, challenges and opportunities for pre-apprenticeship and apprenticeship enrollments.	Team understanding of the goals and objectives	Team prepared to develop Trades listing
Phase II: Investigate <i>Goal: determine target industries</i>	October 2016	Identify the Trades represented within the local area that will be invited to participate in the panel discussions.	List of 5 to 10 local trades and invitations prepared	Identified trades have been invited
Phase III: Inventory and Analyze <i>Goal: build baseline knowledge of industry</i>	October 2016	Analyze labor market data to understand the current workforce and apprenticeship structures by trade.	Team discussion of labor market data	Team understanding of the data
Phase IV: Convene <i>Goal: build industry partnership, prioritize activities</i>	November 2016	Convene and facilitate the discussion between Business Roundtable members and Trades representatives. Analyze and align the labor market data with the feedback from the Trades representatives.	Alignment of data with the needs of the trades	1 to 3 areas for strategy development
Phase V: Act <i>Goal: Implement initiatives</i>	November 2016	Design, develop and stack service delivery elements to best support the workforce needs of the Trades.	Service delivery options to support areas identified	Service options to implement
Phase VI: Sustain and evolve <i>Goal: grow the partnership</i>	TBD	Convene the panel discussions annually to ensure continued alignment of the Workforce system and Industry needs.	Ongoing discussion of needs feedback on implemented services	Continuous improvement, begin again at phase IV.

Attachment B: Regional Service Coordination Framework

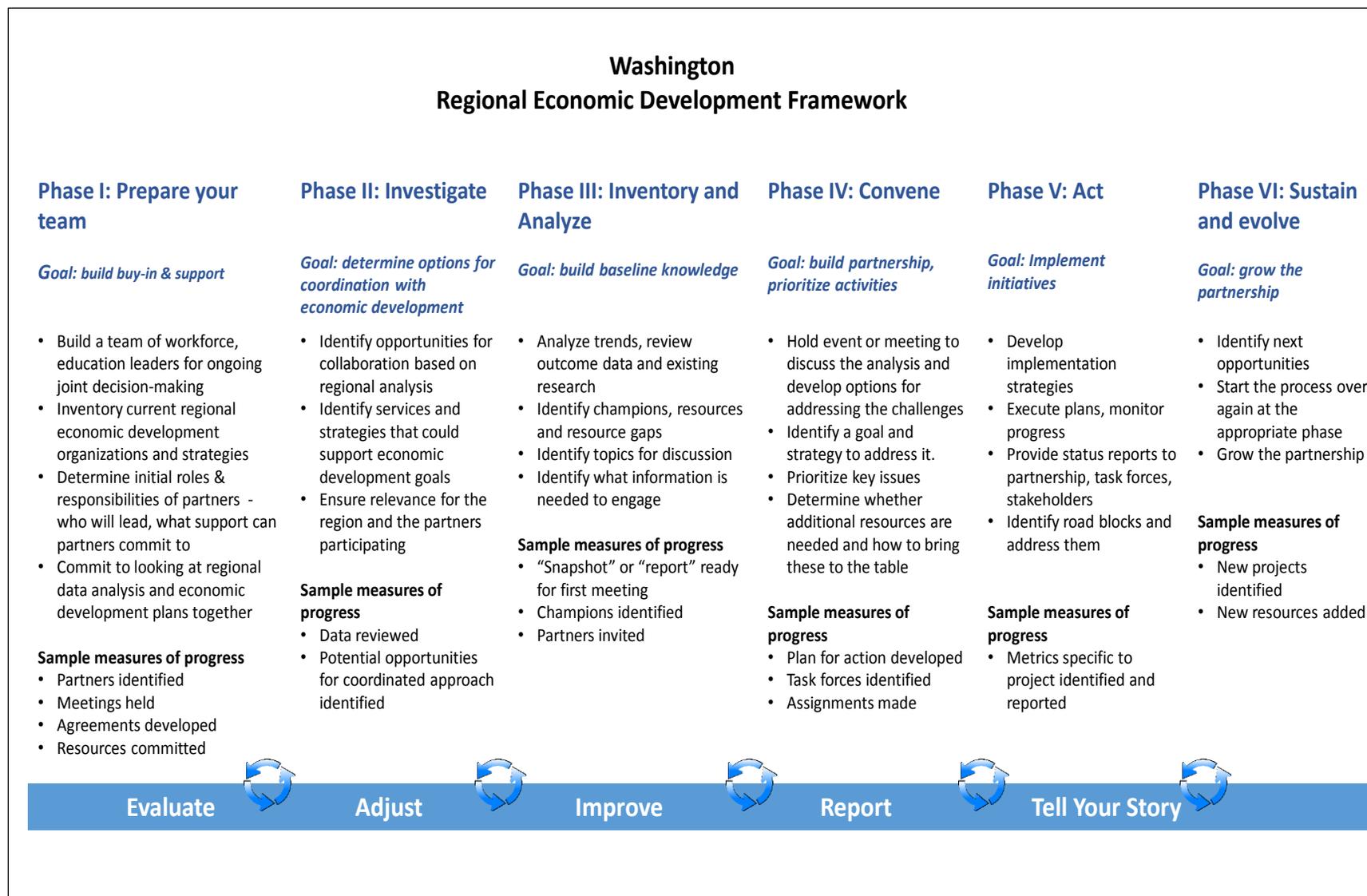


Directions: Complete the table below to describe current and future activities for at least the next two years for any service strategies to be coordinated across the region. Please start at the appropriate phase based on the current status of the regional. The completed table will serve as the Regional Cooperative Service Delivery Agreement required by Section 107(d)(11) once the plan is approved.

Attachment B: Regional Cooperative Service Delivery Agreement

Phase	Timeline for each phase	Activities anticipated for each phase to be implemented. Please indicate how each LWDB will participate in a cross-regional plan.	Anticipated outcome(s) for each phase	Measure(s) of progress for each phase
Phase I: Prepare your team <i>Goal: build buy-in & support</i>	July 2016	Develop the WorkSource Columbia Basin Leadership team and Business Roundtable team to be able to take the information gained from the Industry Sector Panel discussions and develop focused regional service strategies.	Develop the team to develop regional strategy	Team established
Phase II: Investigate <i>Goal: determine options for coordinated service deliver</i>	July 2016	Clarify the goals and objectives of the combined team to be able to analyze labor market data and employer feedback to develop service strategies focused on serving specific needs.	A team that understands the goals and objectives	Team is trained
Phase III: Inventory and Analyze <i>Goal: build baseline knowledge</i>	July 2016	Team analyzes labor market data and employer feedback and identifies specific industry, job seeker, and/or community needs that the team can work to develop service delivery strategies for.	5 to 10 needs to strategize	Identified needs
Phase IV: Convene <i>Goal: build partnership, prioritize activities</i>	July 2016	Team systematically takes each of the needs identified and develops a specific service delivery strategy tailored to assist in meeting each need.	Strategies developed to meet needs	Specific strategies to implement
Phase V: Act <i>Goal: Implement initiatives</i>	July 2016	Team implements the developed strategies to begin impacting the identified needs.	Implemented strategies	Implemented strategies
Phase VI: Sustain and evolve <i>Goal: grow the partnership</i>	TBD	Team continues regular meeting to measure the impact of the implemented strategies and adjusts strategies as necessary to ensure continuous improvement.	Performance check and continuous improvement	Continuous improvement start again at Phase IV

Attachment C: Regional Economic Development Framework



economic development. Please start at the appropriate phase based on the current status of the regional.

Attachment C: Regional Economic Development Coordination Plan

Phase	Timeline for each phase	Activities anticipated for each phase to be implemented. Please indicate how each LWDB will participate in a cross-regional plan.	Anticipated outcome(s) for each phase	Measure(s) of progress for each phase
Phase I: Prepare your team <i>Goal: build buy-in & support</i>	May 2016	WDC staff participate in the monthly economic development meetings for the Benton-Franklin Economic Development District, the Tri-Cities Development Council (TRIDEC), and the Tri-Cities Research District (TCRD)	Networking to identify workforce support opportunities	Regular presence at meetings
Phase II: Investigate <i>Goal: determine options for coordinated service deliver</i>	May 2016	Participate in all discussions regarding economic growth, new employers or business development.	Workforce is involved in all discussions	Active partner in discussions
Phase III: Inventory and Analyze <i>Goal: build baseline knowledge</i>	May 2016	Build understanding of the scope of work for each economic development entity to understand how workforce can support the effort and initiatives.	Understanding the needs of each economic development organization	Understanding of work scope
Phase IV: Convene <i>Goal: build partnership, prioritize activities</i>	May 2016	Participate on specific workgroups and projects to support economic growth and ensure workforce needs are supported.	Identification of workforce support needs	Identified service options
Phase V: Act <i>Goal: Implement initiatives</i>	May 2016	Implementation of any workforce services or programs in support of projects or initiatives.	Implementation of service options	Direct service support to projects
Phase VI: Sustain and evolve <i>Goal: grow the partnership</i>	Ongoing	Follow-up and feedback on implemented service options to identify continuous improvement needs.	Follow-up	Continuous improvement

Attachment D: Local Area Profile

Please complete the following three sections for each Local Area in the Region and submit the information as part of the plan.

1. Local One-Stop System

List all comprehensive, affiliate, and connection one-stop sites in the local area, along with the site operator. If the operator is a partnership, list all entities comprising the partnership.

Site	Type of Site (Comprehensive, Affiliate, or Connection)	Site Operator(s)
WorkSource Columbia Basin	Comprehensive	Benton-Franklin WDC
Add more rows if needed		

2. WIOA Title I Service Providers

Dislocated Worker Program List all current and potential service providers in the area	Indicate service(s) provided by each			WIOA funded?
	Basic	Individualized	Training	
Career Path Services	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Comments regarding the adequacy and quality of Dislocated Worker Services available:

Adult Program List all current and potential service providers in the area	Indicate service(s) provided by each			WIOA funded?
	Basic	Individualized	Training	
Career Path Services	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Comments regarding the adequacy and quality of Adult Services available:

Youth Program List all current and potential service providers in the area	Indicate service(s) provided by each			WIOA funded?	Services for youth with disabilities?
	Basic	Individualized	Training		
Career Path Service	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Comments regarding the adequacy and quality of Youth Services available:

Attachment E

Local Workforce Development Board Membership and Certification

LWDBs must complete one of the two tables below. The information in the appropriate table will be used to certify LWDBs pursuant to WIOA Section 107(c)(2) and in the second and subsequent certifications pursuant to Section 106(e)(2). Data regarding performance and fiscal integrity will be added at the time of certification. The labels in the first column represent minimum criteria for certification. Please add lines as needed.

Complete this table for LWDB confirming to WIOA membership criteria

Required categories	Name/Title/Organization*	Nominated by
Business majority (greater than 50% of all members)		
1. Business	Bob Bertsch, Ashley Bertsch Group, Inc.	Tri-Cities Regional Chamber of Commerce
2. Business	Lisa Bunch, Washington River Protection Solutions	Tri-Cities Regional Chamber of Commerce
3. Business	Benjamin Ellison, Department of Energy	DOE
4. Business	Stephan Harrell, Director, Regional Services Corps	Benton-Franklin Substance Abuse Coalition
5. Business	Jason Hogue, Jason Hogue Agency	Tri-Cities Regional Chamber of Commerce
6. Business	Lori Mattson, Tri-City Regional Chamber of Commerce	Tri-Cities Regional Chamber of Commerce
7. Business	Carol Moser, Benton-Franklin Community Health Alliance	Benton-Franklin Community Health Alliance
8. Business	Melanie Olson, Lourdes Counseling Center	Tri-Cities Regional Chamber of Commerce
9. Business	Rick Peenstra, Community First Bank	Tri-Cities Regional Chamber of Commerce
10. Business	Todd Samuel, City University	City University
Workforce (20% of members. Majority must be nominated by organized labor)		
1. Labor	Michael Bosse, Central WA Building Construction Trades Council	Central WA Building Construction Trades Council
2. Labor	<i>Williamson, Pending Board Approval</i>	NECA Electrical Training Trust
3. Apprenticeship	Bob Legard, Central WA Building Construction Trades Council	Central WA Building Construction Trades Council
4. Labor	<i>Currently Recruiting</i>	

Education		
1. Title II Adult Ed	Janese Thatcher, Dean, Columbia Basin College	Columbia Basin College
1. Higher Education	Scott Koopman, WSU Tri Cities	WSU Tri Cities
Government		
1. Wagner-Peyser	Jennie Weber, ESD	Employment Security Dept.
1. Vocational Rehabilitation	Janet Booth, DVR	Department of Vocational Rehabilitation
1. Economic Development	Carl Adrian, Tri-City Development Council	Tri-Cities Regional Chamber of Commerce
1. DSHS	Jeff Pierce, DSHS	DSHS, Pending Nomination
Add more rows if needed		

* LWDBs must provide evidence of recruitment for any empty seats on the board.

Commissioners:

James Beaver, Benton County
Rick Miller, Franklin County

Advisory:

Judith Gidley, Benton-Franklin Community Action Center
Darryl Banks, Benton-Franklin Counties Juvenile Department
Debbie McClary, Kennewick School District
Paul Randall, Kennewick School District

Attachment F

Regional/Local Workforce Plan Assurances Instructions

This section of the plan is a "check-the-box" table of assurance statements, including the legal reference(s) corresponding to each assurance. Note: Boxes can be electronically populated by double-clicking the check box and selecting "checked" as the default value.

By checking each assurance and signing and dating the certification page at the end of the Regional/Local Workforce Plan, the LWDB and local chief elected official(s) certify that (1) the information provided to the State in the following table is accurate, complete, and meets all legal and guidance requirements and (2) the local area meets all of the legal planning requirements outlined in WIOA law and regulations and in corresponding State guidance. By checking each box and signing the certification page, the LWDB and local chief elected official(s) also assure the State that supporting documentation is available for review upon request (e.g., state or federal compliance monitoring visits).

If a local board is unable to provide assurance for a specific requirement, it must promptly notify the staff contact in ESD's Employment System Administration and Policy Unit to provide the reason for non-compliance and describe specific actions and timetables for achieving compliance. Identified deficiencies within the assurances may result in additional technical assistance and/or a written corrective action request as part of the State's conditional approval of the Regional/Local Workforce Plan.

2016-2020 Regional/Local Workforce Plan Assurances

Planning Process and Public Comment	References
<input checked="" type="checkbox"/> 1. The local board has processes and timelines, consistent with WIOA Section 108(d), to obtain input into the development of the local plan and provide the opportunity for comment by representatives of business, labor organizations, education, other key stakeholders, and the general public for a period that is no less than 30 days.	WIOA Sections 108(d); proposed 20 CFR 679.550(b)
<input type="checkbox"/> 2. The final local plan is available and accessible to the general public.	Proposed 20 CFR 679.550(b)(5)
<input checked="" type="checkbox"/> 3. The local board has established procedures to ensure public access (including people with disabilities) to board meetings and information regarding board activities, such as board membership and minutes.	WIOA Section 107(e); proposed 20 CFR 679.390 and 679.550
Required Policies and Procedures	References
<input checked="" type="checkbox"/> 4. The local board makes publicly-available any local requirements for the public workforce system, such as policies, including policies for the use of WIOA Title I funds.	Proposed 20 CFR 679.390
<input checked="" type="checkbox"/> 5. The local board has established a written policy or procedure that identifies circumstances that might present conflict of interest for any local workforce investment board or entity that they represent, and provides for the resolution of conflicts.	WIOA Section 107(h); proposed 20 CFR 679.410(a)-(c); WIOA Title I Policy 5405; WIOA Title I Policy 5410
<input checked="" type="checkbox"/> 6. The local board has copies of memoranda of understanding between the local board and each one-stop partner concerning the operation of the one-stop delivery system in the local area, and has provided the State with the latest versions of its memoranda of understanding.	WIOA Section 121(c); proposed 20 CFR 678.500-510; WorkSource System Policy 1013
<input type="checkbox"/> 7. The local board has written policy or procedures that ensure one-stop operator agreements are reviewed and updated no less than once every three years.	WIOA Section 121(c)(v); WorkSource System Policy 1008 Revision 1
<input type="checkbox"/> 8. The local board has negotiated and reached agreement on local performance measures with the local chief elected official(s) and Governor.	WIOA Sections 107(d)(9) and 116(c); proposed 20 CFR 679.390(k) and 677.210(b)
<input checked="" type="checkbox"/> 9. The local board has procurement policies and procedures for selecting One-Stop operators, awarding contracts under WIOA Title I Adult and Dislocated Worker funding provisions, and awarding contracts for Youth service provision under WIOA Title I in accordance with applicable state and local laws, rules, and regulations, provided no conflict exists with WIOA.	WIOA Sections 121(d) and 123; proposed 20 CFR 678.600-615 and 681.400; WIOA Title I 5404; WIOA Title I Policy 5613
<input checked="" type="checkbox"/> 10. The local board has procedures for identifying and determining the eligibility of training providers and their programs to receive WIOA Title I individual training accounts and to train dislocated workers receiving additional unemployment insurance benefits via the state's Training Benefits Program.	WIOA Sections 107(d)(10), 122(b)(3), and 123; Proposed 20 CFR 679.370(l)-(m) and 680.410-430; WIOA Title I Policy 5611
<input checked="" type="checkbox"/> 11. The local board has written procedures for resolving grievances and complaints alleging violations of WIOA Title I regulations, grants, or other agreements under WIOA and written policies or procedures for assisting customers who express interest in filing complaints at any point of service, including, at a minimum, a requirement that all partners can identify appropriate staff contacts and refer customers to those contacts.	WIOA Section 181(c); proposed 20 CFR 683.600; WIOA Title I Policy 5410; WorkSource System Policy 1012, Revision 1
<input checked="" type="checkbox"/> 12. The local board has assurances from its one-stop operator that all one-stop centers and, as applicable, affiliate sites have front-end	WorkSource System Policy 1010 Revision 1

	services consistent with the state's integrated front-end service policy and their local plan.	
☒	13. The local board has established at least one comprehensive, full-service one-stop center and has a written process for the local Chief Elected Official and local board to determine that the center conforms to the definition therein.	WIOA Section 121(e)(2)(A); proposed 20 CFR 678.305; WIOA Title I Policy 5612
☒	14. The local board provides to employers the basic business services outlined in WorkSource System Policy 1014.	WorkSource System Policy 1014
☒	15. The local board has written processes or procedures and has identified standard assessment objectives and resources to support service delivery strategies at one-stop centers and, as applicable, affiliate sites.	WorkSource System Policies 1011 and 1016; WTECB State Assessment Policy
☒	16. All partners in the local workforce and education system described in this plan ensure the physical, programmatic and communications accessibility of facilities, programs, services, technology and materials in one-stop centers for individuals with disabilities.	WIOA Section 188; 29 CFR parts 37.7-37.9; 20 CFR 652.8(j)
☒	17. The local board ensures that outreach is provided to populations and sub-populations who can benefit from one-stop services.	WIOA Section 188; 29 CFR 37.42
☒	18. The local board implements universal access to programs and activities to individuals through reasonable recruitment targeting, outreach efforts, assessments, service delivery, partner development, and numeric goals.	WIOA Section 188; 29 CFR 37.42
☒	19. The local board complies with the nondiscrimination provisions of Section 188, and assures that Methods of Administration were developed and implemented.	WIOA Section 188; 29 CFR 37.54(a)(1); WIOA Policy 5402, Revision 1; WorkSource System Policy 1012, Revision 1
☒	20. The local board collects and maintains data necessary to show compliance with nondiscrimination provisions of Section 188.	WIOA Section 185; 29 CFR 37.37; WIOA Policy 5402, Revision 1; WorkSource System Policy 1012, Revision 1
☒	21. The local board complies with restrictions governing the use of federal funds for political activities, the use of the one-stop environment for political activities, and the local board complies with the applicable certification and disclosure requirements	WorkSource System Policy 1018; 2 CFR Part 225 Appendix B; 2 CFR Part 230 Appendix B; 48 CFR 31.205-22; RCW 42.52.180; TEGL 2-12; 29 CFR Part 93.100
☒	22. The local board ensures that one-stop MSFW and business services staff, along with the Migrant and Seasonal Farm Worker program partner agency, will continue to provide services to agricultural employers and MSFWs that are demand-driven and consistent with ESD's mission.	WIOA Section 167
☒	23. The local board follows confidentiality requirements for wage and education records as required by the Family Educational Rights and Privacy Act of 1974 (FERPA), as amended, WIOA, and applicable Departmental regulations.	WIOA Sections 116(i)(3) and 185(a)(4); 20 USC 1232g; proposed 20 CFR 677.175 and 20 CFR part 603
	Administration of Funds	References
☒	24. The local board has a written policy and procedures to competitively award grants and contracts for WIOA Title I activities (or applicable federal waiver), including a process to be used to procure training services made as exceptions to the Individual Training Account process.	WIOA Section 108(b)(16); proposed 20 CFR 679.560(a)(15); WIOA Title I Policy 5601; WIOA Section 134(c)(3)(G); proposed 20 CFR 680.300-310
☒	25. The local board has accounting systems that follow current Generally Accepted Accounting Principles (GAAP) and written fiscal-controls and fund-accounting procedures and ensures such procedures are followed to	WIOA Section 108(b)(15), WIOA Title I Policy 5230; WIOA Title I Policy 5250

	insure proper disbursement and accounting of WIOA adult, dislocated worker, and youth program and the Wagner-Peyser Act funds.	
☒	26. The local board ensures compliance with the uniform administrative requirements under WIOA through annual, on-site monitoring of each local sub-recipient.	WIOA Section 184(a)(3); proposed 20 CFR 683.200, 683.300, and 683.400-410; WIOA Policy 5230
	27. The local board has a local allowable cost and prior approval policy that includes a process for the approval of expenditures of \$5,000 or more for equipment requested by subcontractors.	WIOA Title I Policy 5260
☒	28. The local board has a written debt collection policy and procedures that conforms with state and federal requirements and a process for maintaining a permanent record of all debt collection cases that supports the decisions made and documents the actions taken with respect to debt collection, restoration, or other debt resolution activities.	WIOA Section 184(c); 20 CFR Part 652; proposed 20 CFR 683.410(a), 683.420(a), 683.750; WIOA Title I Policy 5265
☒	29. The local board has a written policy and procedures for ensuring management and inventory of all properties obtained using WIOA funds, including property purchased with JTPA or WIA funds and transferred to WIOA, and that comply with WIOA, Washington State Office of Financial Management (OFM) and, in the cases of local government, Local Government Property Acquisition policies.	WIOA Section 184(a)(2)(A); proposed 20 CFR 683.200 and 683.220; OMB Uniform Administrative Guidance; Generally Accepted Accounting Procedures (GAAP); WIOA Title I Policy 5407
☒	30. The local board will not use funds received under WIOA to assist, promote, or deter union organizing.	WIOA Section 181(b)(7); proposed 20 CFR 680.850
	Eligibility	References
☒	31. The local board has a written policy and procedures that ensure adequate and correct determinations of eligibility for WIOA-funded basic career services and qualifications for enrollment of adults, dislocated workers, and youth in WIOA-funded individualized career services and training services, consistent with state policy on eligibility and priority of service.	Proposed 20 CFR Part 680 Subparts A and B; proposed 20 CFR Part 681 Subpart A; WorkSource System Policy 1019, Revision 1
☒	32. The local board has a written policy and procedures for awarding Individual Training Accounts to eligible adults, dislocated workers, and youth receiving WIOA Title I training services, including dollar and/or duration limit(s), limits on the number of times an individual may modify an ITA, and how ITAs will be obligated and authorized.	WIOA Section 134(c)(3)(G); Proposed 20 CFR 680.300-320; WIOA Title I Policy 5601
☒	33. The local board has a written policy and procedures that establish internal controls, documentation requirements, and leveraging and coordination of other community resources when providing supportive services and, as applicable, needs-related payments to eligible adult, dislocated workers, and youth enrolled in WIOA Title I programs.	WIOA Sections 129(c)(2)(G) and 134(d)(2); proposed 20 CFR 680.900-970; proposed 20 CFR 681.570; WorkSource System Policy 1019, Revision 1
☒	34. The local board has a written policy for priority of service at its WorkSource centers and, as applicable, affiliate sites and for local workforce providers that ensures veterans and eligible spouses are identified at the point of entry, made aware of their entitlement to priority of service, and provided information on the array of employment, training and placement services and eligibility requirements for those programs or services.	Jobs for Veterans Act; Veterans' Benefits, Health Care, and Information Technology Act; 20 CFR 1010; TEGL 10-09; Veterans Program Letter 07-09; WorkSource System Policy 1009 Revision 1

Attachment G

Regional/Local Workforce Plan Certification

This section of the Regional/Local Workforce Plan serves as the LWDB's certification that it complies with all required components of Title I of the Workforce Innovation and Opportunity Act and Wagner-Peyser Act and must be signed by authorized officials.

Please customize this signature page to accommodate your CLEO structure (i.e., local areas that require more than one local chief elected official signature).

The Local Workforce Development Board for Benton and Franklin Counties _____
_____ certifies that it complies with all required components of Title I of the Workforce Innovation and Opportunity Act and Wagner-Peyser Act and plan development guidelines adopted by the State Workforce Development Board. The LWDB also assures that funds will be spent in accordance with the Workforce Innovation and Opportunity Act, Wagner-Peyser Act, and their regulations, written U.S. Department of Labor guidance implementing these laws, Office of Management and Budget circulars, and all other applicable federal and state laws and regulations.

Local Chief Elected Official for Benton County

Date

Local Chief Elected Official for Franklin County

Date

Local Workforce Development Board Chair

Date

Attachment H

Public Comment

Describe the Council's public review and comment process. The description should specify the public comment duration and the various methods used to seek input (e.g., web-posts, newspapers, e-mail, web-posting, events/forums and plan development workgroups. Also include any comments that represent points of disagreement with the plan.

The Benton-Franklin Workforce Development Council is using an array of methods to seek out public comment on the Regional/Local Workforce Plan. The public comment period will be for a thirty-day period beginning May 2, 2016 and ending May 31, 2016.

- The draft plan will be emailed directly to all Benton-Franklin workforce system partners and board members for review and to ensure that every opportunity is provided to have input or discussions regarding the content of the plan.
- Public comment will be solicited via the Benton-Franklin WDC website. In addition to the website the WDC will be posting notices in the local area newspapers seeking public comment and direct those interested to the WDC website as the venue for providing comment.
- The Benton-Franklin WDC will also be soliciting public comment using social media as the mechanism for getting the information out. Specifically, the WDC Facebook page will identify the opportunity to provide public comment on the plan and identify how interested citizens can make comments.

Attachment I

Performance Targets

This page is intentionally left blank pending the results of state board negotiations with chief local elected officials.